

Nebraska Commission on Law Enforcement and Criminal Justice

OPERATING INSTRUCTION
NUMBER 50-37

December 2, 1994

CERTIFICATION OF INSTRUCTORS FOR JAIL OFFICER TRAINING

PURPOSE: To prescribe policies and procedures governing the certification of instructors for Jail Officer Training Courses.

- (1) **SCOPE:** Applicable to the Director
- (2) **REFERENCE:** State Statute 83- 4,126 and Operating Instruction No 50-38, Standards for Evaluation of Initial Jailer Training.
- (3) **POLICY:** The Nebraska Law Enforcement Training Center may periodically sponsor training courses for jail staff and jail administrators. The Nebraska Law Enforcement Training Center may utilize instructors recommended for certification by the Council and approved by the Commission to assist in this training. Coordination of instruction and resource materials will be under the control of the Training Center staff.
- (4) **GENERAL:** Subject to review and approval by the Council the Director of the Nebraska Law Enforcement Training Center will:
 - (a) Ensure that the Council's qualifications, as approved by the Commission, for instructors of Jail Officer Training courses are distributed to the agencies concerned.
 - (b) Establish a time for renewal of instructional certification.
 - (c) Perform the review for compliance with the Council's prescribed qualifications.
 - (d) Upon the recommendation of the Council and subsequent approval by the Commission, furnish certificates to the instructors concerned.
- (5) **DEFINITION OF INSTRUCTORS:**

All instructors of jail training courses will be those who have demonstrated experience and/or knowledge of the subject area.

(6) PROCEDURES:

- (a) Requests for Instructor Certification: Persons requesting certification as instructors for Jail Officer Training must provide the following documentation:
 - i. Proof of experience and knowledge in the areas of expertise.
 - ii. Proof of attendance at a school of instructor methodology and/or academic proficiency from a college or university that will demonstrate the ability to research subject material.
 - iii. The willingness and ability to coordinate the course material with the Training Center staff.
- (b) Requests for Instructor Certification: Instructors requesting certification must submit this request to the Director on an approved application for instructor certification form which can be obtained from the Training Center.
- (c) Revocation of Instructor Certification: Instructor certification may be revoked for the following reasons:
 - i. If the instructor fails to coordinate efforts with the Training Center.
 - ii. If the instructor does not teach within a period of one year.
 - iii. If it is found that the material is not being presented in a manner that the jailers can comprehend and if evaluations indicate that the instructor is incapable of instructing.
- (d) Appeal Procedure for Denial or Revocation of Certification: The actions of the Director may be appealed to the Council by following the procedures outlined in Operating Instruction No. 50-42.

ALLEN L. CURTIS
Executive Director

Perform the review for compliance with the Council's prescribed qualifications.

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