

## Background Investigations Course

Hiring people that have ethics, understanding of the job, and the ability to learn are vital components to maintaining a healthy workforce. Law enforcement is viewed and critiqued by citizens both locally and far reaching. Personnel who make significant errors generally are seen on the news with potentially negative impacts to the career as a whole. Finding quality candidates to work in this honorable profession requires, dedication, money, and willingness to investigate the backgrounds of those who advance in the hiring process. As a result of this course, attendees will recognize the importance of this process as well as understanding laws that govern what can or cannot occur and best practices.



Master Instructor Brian Smith



Brian has been a Deputy, Dispatcher, Jail Deputy, Patrol Officer, Training & Personnel Officer, Patrol Sergeant, Professional Standards Unit Sergeant, and Commander. He has a Bachelor in Education and a Master's of Science in Organizational Leadership with an emphasis in Human Resources. Brian is a voice-stress analyst, linguistics analyst, integrity interviewer, CVSA operator, and background investigator. Since 2010, he has been working primarily administrative tasks in training, hiring, and internal affairs. He has personally taught thousands of hours of classes on a variety of topics to both sworn and civilian staff. During his time in the personnel division, he coordinated 150 hiring processes where he hired 200 employees and volunteers. During his tenure, officer retention increased 21%.



### Course Content:

- Culture of an agency
- State requirements for hiring standards
- Interview techniques
- Sources for to complete background
- Federal and state laws related to hiring
- Hiring process
- Generational differences in hiring
- Background reports
- Policies on hiring
- Group discussion on case studies
- Recruitment techniques that work and fail
- Hiring cost and lawsuits

**Cost: \$189.00 per student**

**Topeka Police Training Center/  
Nickel Armory  
2722 South Topeka, Blvd  
Topeka, KS 66611**

**July 28<sup>th</sup> 2022  
0800-1700  
8 hours**

### **Hotels:**

**Hilton Garden Inn Topeka  
1351 SW Arvonian Pl.  
Topeka, KS 66615  
(785) 350-2069**

**Hampton Inn Topeka  
1515 SW Arrowhead Rd.  
Topeka, KS 66604  
(785) 228-0111**

**Register today at**

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