I. Purpose

The purpose of this directive is to establish guidelines for the selection of Field Training Officers for the Field Operations Bureau.

II. Policy

It shall be the policy of the Field Operations Bureau to select and develop candidates for the position of Field Training Officer in an equitable, fair, and consistent manner.

III. Procedure

A. ELIGIBILITY

1. To serve as a Field Training Officer, the candidate must be a Police Officer II or Police Officer III.

2. The candidate must be assigned to the Field Operations Bureau at the time of appointment.

3. The candidate must have completed two years of sworn law enforcement service with the Lynchburg Police Department.

4. The Field Operations Bureau Major, with input from the Field Operations Captain, may choose to select a candidate with previous law enforcement experience that has not completed two years of sworn law enforcement service with the Lynchburg Police Department.

B. SELECTION

1. Selection of Field Training Officers will be at the discretion of the Field Operations Captain and will based on the following:

   a. demonstrated maturity during their career,

   b. ability to lead and mentor other employees,

   c. initiative and willingness to get things done,

2. The Field Operations Bureau Major, with input from the Field Operations Captain, may reassign selected candidates to the other Platoons based on the needs of the Bureau.

3. Those selected as Field Training Officers should expect:

    a. assignment to a particular platoon by the Field Operations Captain,

    b. days-off schedules to be modified to meet Operational and training needs, and

    c. to work various assignments due to training needs, including other platoon or other operational/administrative functions as needed.

Original Signed

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Major M.L. Jamison
Field Operations Bureau

April 6, 2017
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Date