

**Law Enforcement Leadership and Ethics Seminar  
Canadian Valley Technology Center  
El Reno, Oklahoma**

**April 29-30, 2024  
8:00 – 5:00 pm**

This staff development seminar seeks to address both individual employee needs that focus on areas for self-improvement and development, as well as how to develop other employees that work around, or under their immediate supervision.

The two day seminar is divided into two areas. First, participants will learn of the importance of becoming self-aware of their personality, style, motives, strengths and weaknesses.

Topics covered during this session include:

- Individual Self-Awareness
- Starting Right in Supervision
- First Steps Toward Management/Leadership
- Understanding the Difference in Supervision, Management & Leadership
- Applying Communication Principles
- Developing Leadership Qualities
- Discovering Individual and Personal Values

After participants understand the basic principles of personal development, the second day will lead into the concepts of leading and developing others. Topics covered during the second session include:

- Understanding and Implementing Change Management
- Applying the Critical Aspects of Development and Training of Others
- The Importance of Motivating Others
- Organizational Management Through Time and Meeting Management
- Development of Others Through Proper Delegation
- Developing Thorough Employee Evaluations with a Development Plan
- Understanding the Difference between Success vs. Excellence

In summary, this program is designed to be a dynamic two day interactive seminar that presents individuals with core concepts of their individual self-development. Once employees are made aware of their own individual growth, the second day will focus on applying their own individual strengths toward how to influence and lead others.