**Board of Trustees**

**MAINE CRIMINAL JUSTICE ACADEMY**

**ADVANCED TRAINING CERTIFICATE**

**Specification S-14**

**Purpose:**

To encourage both law enforcement and corrections officers to engage in professional development through ongoing education and training, and to share that education and training with others to enhance the professionalism of law enforcement and corrections officers.

**Requirements:**

1. The applicant must:
	1. Be employed as a full-time law enforcement or corrections officer, and;
	2. Have successfully completed the Basic Law Enforcement Training Program (BLETP), the Basic Corrections Training Program (BCTP) or their equivalent, and;
	3. Attest that the applicant subscribes to the Law Enforcement or Corrections Code of Ethics, and;
	4. Have 8 years of full-time law enforcement or corrections experience, and;
	5. Have a law enforcement or corrections supervisory role for a period of at least 1 year, OR;
	6. Have a role as an active field training officer for a period of at least 2 years, OR;
	7. Has served as an MCJA Cadre for at least 2 BLETP’s, 2 BCTP’s, OR;
	8. Be a MCJA Certified Instructor and actively participates in training, OR;
	9. An officer who holds a specialty assignment which requires initial certification and ongoing / periodic refresher training to maintain certification, and;
	10. Suitable specialty assignments can include, but are not limited to:
		* 1. Certified Crash Reconstructionist.
			2. Certified Drug Recognition Expert
			3. Certified or licensed Polygraph Examiner.
			4. Certified Canine Handler.
			5. Certified School Resource Officer.
			6. Certified Crisis Negotiator.
			7. Trained members of a MCJA certified tactical team.
			8. Certified Evidence Response Technicians.
			9. Certified Evidence Recovery or Search and Rescue Divers.
			10. Licensed Law Enforcement Pilots.

* 1. Other specialty assignments to be considered upon submission of relevant supporting documentation.
	2. Be an active member of a law enforcement or correctional professional or civic organization, i.e. including but not limited to Maine Chiefs of Police Association, Maine Sheriff’s Association, Rotary Club, Kiwanis Club, International Association of Chiefs of Police, etc., and;
	3. Include the signature of the Chief Executive Officer of the applicant's employing agency on the application form endorsing the officers’ candidacy for certification and a written statement describing and attesting to the applicant’s eligibility as enumerated in section 1.e thru 1.i (above), and;
	4. Successfully complete 80 hours of law enforcement or corrections related training (post-BLETP or Post-BCTP) -- except that yearly mandatory training required by the Board of Trustees to maintain basic certification AND training hours applied to the Intermediate Training Certificate may not be counted toward training hours of Advanced Training Certificate, and;
	5. Required training hours can include training provided by any of the following:
		+ 1. Maine Criminal Justice Academy in-service training
			2. Regional Training approved by the Board of Trustees, not including the subject defined mandatory training requirements
			3. Classes from an accredited institute of higher learning related to criminal justice.
1. College Credits awarded for the topics listed above may be counted toward Training Hours on an hour-for-hour basis.

**EXAMPLE:** A three-credit college course in criminal law would be worth 45 Training Hours. (i.e., 3 hours per week X 15 weeks = 45 Training Hours.)

1. Criminal Justice Training Programs conducted by recognized training institutes or criminal justice agencies out of state.
2. Pre-approved providers of training meeting the eligibility requirements in section 1.l.i, above, are:
	* + 1. Maine Municipal Association
			2. International Association of Chiefs of Police

c. Maine Chiefs of Police Association

d. Federal Law Enforcement Training Center

c. Federal Bureau of Investigation

f. Department of Justice

g. MEMA

1. National Institute of Corrections
2. Federal Bureau of Prisons
3. American Jail Association
4. American Correctional Association
5. Approved on-line training, i.e. JPMA

 d. Training from other providers will be evaluated and considered by Academy Staff and subject to Board of Trustees approval.

* + - 1. Required training hours must be spread across two of four general categories which the applicant will specifically identify:
			2. Criminal Investigations or Patrol
			3. Law Enforcement or Corrections Specialty
			4. Leadership
			5. Other Emerging Areas in law Enforcement or Corrections
			6. Required training hours in each category must be no less than 8 hours.
			7. Required training hours can include instructing a topic, if the candidate is a trained instructor, for up to 40 hours;
				1. Example: a candidate who teaches Mechanics of Arrest, Restraint, and Control (MARC) at the BLETP and or LEPS or Mechanics of Effective Restraint and Control (MERC) at the BCTP or MARC or MERC as an In-service class.

**Certification:**

A. The candidate will apply on approved forms submitted with required material to the Academy.

1. The application and material are to be reviewed by the Academy Staff for recommendation to the Board of Trustees.

1. The applicant may appeal the Academy staff’s findings to the Academy Director;
2. The Advanced Training Certificate will be valid for three (3) years from issuance.
	1. After the initial issuance of the Advanced Training Certificate, the applicant may not re-apply using the same training from that initial application in the event their certificate is placed in inactive status due to failure to complete recertification training requirements. Instead, the applicant should follow procedures outlined in **Inactive, section A.2 and A.2** **below.**

**Recertification:**

1. To maintain certification, the applicant must:
	* + 1. Complete an additional 80 hours of training within 3 years of issuance of the current active certificate as outlined in **Requirements, section A.14, above.**

**Inactive:**

1. If the law enforcement or corrections officer holding an Advanced Training Certificate fails to complete the required 80 hours of training for recertification, the certificate will expire, and a notation of inactive status will be made.
	1. The law enforcement or corrections officer holding an inactive certificate can apply to the Board seeking an extension to complete the training requirements for recertification.
	2. If granted, the law enforcement or corrections officer would have up to 1 year to complete the 80 hours of required training for each certification period (3year period) for which they have not completed the recertification requirements AND complete the application process for recertification on Academy forms with the required supporting documentation.
2. The Academy Director on behalf of the Board may suspend the certificate if the certificate holder fails to comply with any Board requirement, outlined in this Specification.

**Course Changes:**

1. The Academy Staff may request, from the Board of Trustees, changes in the requirements listed in this specification upon presentation of evidence that such change is compatible with the public interest.

Adopted: 01/08/2016

Revised: 09/13/2019

Review Date: 09/13/2022

 

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 John B. Rogers, Director Brian R. Pellerin, Chair

 Maine Criminal Justice Academy MCJA Board of Trustees