

Dear Fellow Law Enforcement Executives:

The Atlanta Division of the Federal Bureau of Investigation (FBI) will conduct the 1st annual Georgia Law Enforcement Executive Development Seminar (GA-LEEDS), August 9-14, 2009, in Atlanta, Georgia. The GA-LEEDS program will be held at the FBI Atlanta Division Office at 2635 Century Parkway, Suite 400, Atlanta, GA, 30345.

The target audience is Chiefs and Sheriffs from departments with 20 to 40 sworn officers, however, larger departments will also be considered. Current admission policy allows the second-in-command to apply if the Chief Executive has graduated from the National Executive Institute or the Law Enforcement Executive Development Seminar both conducted at the FBI Academy, Quantico, Virginia, or from any FBI conducted regional command college such as TLEEDS or SLEEDS.

Subjects to be addressed during GA-LEEDS may include the following: The Law Enforcement Executive's Role in Management; Media and the Law Enforcement Executive; Handling Change; Legal Issues; Leadership and Organizational Ethics, Crisis Management and Motivation Techniques for Leaders.

Instructors will consist of current and retired FBI Academy staff, Atlanta FBI police instructors, and other appropriate law enforcement instructors to be named prior to this seminar.

Georgia Peace Officers and Standards and Training Council (POST) and the Georgia Association Chiefs of Police will award training credit for attendance at this seminar.

If you are interested in attending this program please contact the GA-LEEDS Director Rick Townsend at 770-715-5918. Applications will be reviewed by a selection committee and 40 executives will be extended a letter of invitation to attend GA-LEEDS.

# GEORGIA LEEDS

## GENERAL INFORMATION

ELIGIBILITY: The target audience is Chiefs and Sheriffs from departments with 20 to 40 sworn officers, however, larger departments will also be considered. Applicants should be in a position of Captain or above

REGISTRATION: When you check into the hotel, please ask for directions to the hospitality room which will open at 3:30pm. The first mandatory session of GA LEEDS will begin at 4:00pm in the hospitality room.

COST: \$500 per person for the GA LEEDS program.

HOTEL: We would ask that you consider staying at the host hotel as this allows networking among the attendees. This is considered an integral part of the program. Marriott Atlanta Century Center, 2000 Century Boulevard Northeast Atlanta, GA,

ATTIRE: Casual attire is appropriate for the Sunday session and all evening activities. Business casual is appropriate for the classroom. NO JEANS, T-SHIRTS, NO SHORTS, NO TENNIS SHOES.

Male attendees will need to bring a suit or sport coat and tie for the media class and class photo. Comparable attire is required for female attendees.

ENTERTAINMENT: We would ask that you consider attending each social function since this is considered an integral part of the week.

Evenings will consist of the following:

Sunday: Welcome / Hospitality

Monday: Dinner and Georgia Aquarium, Hospitality Room

Tuesday: Dinner and Atlanta Braves baseball game

Wednesday: Free time and Hospitality

Thursday: Tour and Dinner (cookout) at Glock INC, and hospitality room.

TRANSPORTATION:

GA LEEDS will provide transportation to and from all social events.

# **GEORGIA LEEDS**

## HOSPITALITY ROOM:

The hospitality room will be open each evening. A variety of beverages and snacks will be available. The hospitality room closes at 11:00pm

## SPOUSE/GUEST:

Should you desire to bring your spouse or guest(s) to the social events? Payment for their attendance must be made at the Sunday session. The cost for each guest for each social event is \$30.00.

# GEORGIA LEEDS

## GEORGIA LAW ENFORCEMENT EXECUTIVE DEVELOPMENT SEMINAR

(GA LEEDS)

F.B.I. Atlanta

August 9-14, 2009

### **Sunday August 9, 2009**

4:00 PM	Registration	Marriott Atlanta Century Center
5:30 PM	Welcome	Marriott Atlanta Century Center
6:00 PM-8:00 PM	Meet and Greet	Marriott Atlanta Century Center

### **Monday August 10, 2009**

8:00 AM-12:00 PM	Leading by Example
12:00 PM- 1:00 PM	Lunch
1:00 PM - 5:00 PM	Using DISC to Communicate

### **Tuesday August 11, 2009**

8:00 AM-12:00 PM	Generational Issues
12:00 PM- 1:00 PM	Lunch
1:00 PM - 5:00 PM	Law Enforcement Ethics

### **Wednesday August 12, 2009**

8:00 AM-12:00 PM	Media Relations
12:00 PM- 1:00 PM	Lunch
1:00 PM - 5:00 PM	Media Relations

# GEORGIA LEEDS

## Thursday August 13, 2009

8:00 AM-12:00 PM	Legal Issues & Updates
12:00 PM- 1:00 PM	Lunch
1:00 PM - 5:00 PM	Crisis Management

## Friday August 14, 2009

8:00 AM-10:00 PM	Field Intelligence Group	
10:00 AM- 11:30 AM	Critiques, Diplomas	Staff

ALL INSTRUCTORS WILL BE FROM THE LEADERSHIP DEVELOPMENT UNIT AT THE FBI ACADEMY

Evenings will consist of the following:

Sunday: Welcome / Hospitality

Monday: Dinner and Georgia Aquarium, Hospitality Room

Tuesday: Dinner and Atlanta Braves vs. Washington Nationals baseball game

Wednesday: Free time and Hospitality

Thursday: Tour and Dinner (cookout) at Glock Inc. Followed by hospitality room



# GA LEEDS APPLICATION



**PLEASE TYPE OR PRINT LEGIBLY**

LAST NAME	FIRST NAME	MIDDLE NAME
NAME AS YOU WOULD LIKE IT TO APPEAR ON CERTIFICATE	NAME AS YOU WOULD LIKE IT TO APPEAR ON NAME BADGE	DATE OF BIRTH
HOME ADDRESS	CITY	STATE & ZIP
HOME TELEPHONE NUMBER	EMAIL ADDRESS	EMERG. CONTACT (Name/Number)
AGENCY~DEPARTMENT NAME	AGENCY TELEPHONE NUMBER	SIZE OF POPULATION SERVED
AGENCY~DEPARTMENT ADDRESS	CITY	STATE & ZIP
DEPARTMENT SIZE~ (Sworn Personnel)	YEARS OF SERVICE	CURRENT RANK~POSITION
HOW LONG HAVE YOU SERVED IN YOUR CURRENT POSITION?	DO YOU INTEND TO REMAIN IN LAW ENFORCEMENT FOR AT LEAST 3 MORE YEARS? YES NO	HAVE YOU ATTENDED THE F.B.I. NATIONAL ACADEMY? YES NO IF YES, WHAT SESSION?

WHAT OTHER LEADERSHIP TRAINING HAVE YOU HAD: (Add pages as necessary)

HAS ALL OTHER PERSONNEL IN ALL OF THE POSITIONS ABOVE YOU PREVIOUSLY ATTENDED COMMAND COLLEGE OR THE FBI LEEDS COURSE? If yes please list their name(s) If no, please list all who have not attended:

ATTENDED	NOT ATTENDED

BRIEFLY SUMMARIZE YOUR MANAGERIAL EXPERIENCE IN LAW ENFORCEMENT: (If you act as second in command in your agency, regardless of your rank or title, please include this information. Add pages as necessary.)

SIGNATURE OF CHIEF, SHERIFF OR AGENCY HEAD	DATE
PRINTED NAME OF CHIEF, SHERIFF OR AGENCY HEAD	
SIGNATURE OF APPLICANT	DATE

Please send this completed application to:

ATTN: FBI SA Felipe Den-Brok  
 2635 Century Parkway N.E. Suite 400  
 Atlanta, GA 30345  
 Application Deadline February 27, 2009

Please provide polo shirt size \_\_\_\_\_

Attach to this application a full-face photograph of yourself, not larger than 3"x3".