

**SUBJECT: SPECIALIZED TRAINING**

This order consists of the following numbered sections:

**33.6.1 Positions requiring specialized training**

**33.6.2 SWAT/bomb squad training**

**33.6.1 Positions requiring specialized training**

- I. Certain assigned/promoted positions require minimum, pre-appointment qualifications, as follows:
  - A. *Computer support specialist* - an A.A. degree and/or significant equivalent training and experience in computer support services;
  - B. *Civilian supervisor* - an A.A. degree and/or significant equivalent training and experience in records and office management;
  - C. *Evidence technician* - an A.A. degree and/or significant equivalent training and experience in forensic investigation;
  - D. *Crime analyst* - an A.A. degree and/or significant equivalent training and experience in criminal justice and computer operation;
  - E. *Management analyst* - an A.A. degree and/or significant training and experience in accounting, budgeting and technical writing;
  - F. *Sergeant* - an A.A. degree;
  - G. *Lieutenant, commander and civilian manager* - a B.A. degree.
- II. Certain assigned/promoted positions require minimum specialized training after appointment, as follows:
  - A. *Crime analyst* - training in the use of crime analysis software;
  - B. *Instructor* - training in instructional methods; training in the assigned field(s) of instruction;
  - C. *Field training officer* - preparation for the field training function;
  - D. *Detective* - training in basic investigation; training in interview and interrogation techniques;
  - E. *Narcotics officer* - training as specified by inter-local agreement;
  - F. *Hostage negotiator* - training in basic hostage negotiations
  - G. *Crisis intervention team specialist* - training in basic crisis intervention;
  - H. *Walking/bicycle patrol officer* - police bicycle patrol training;
  - I. *K-9 officer* - basic police K-9 officer training; updates, as required.
  - J. *Motorcycle officer* - basic motorcycle operator training, or a current motorcycle endorsement from the Department of Licensing; basic police motorcycle training;
  - K. *Polygrapher* - basic polygraphy; update training, as required;
  - L. *School Resource Officer* - basic school resource officer training;
  - M. *Lead detention officer* - first level supervision training; preparation for corrections field training function;
  - N. *Sergeant* - CJTC first-level supervision core course (or equivalent).
  - O. *Civilian supervisor* - first-level supervision training.
  - P. *Lieutenant* - CJTC mid-management core course (or equivalent);
  - Q. *Professional Standards Lieutenant* - preparation for management of the training and internal affairs functions.
  - R. *Management analyst* - training in use of the City accounting system.

- S. *Civilian division manager* - executive management training.
  - T. *Commander* - CJTC executive core course (or equivalent).
- III. Post assignment/post promotion required training is provided as soon as practical following assignment/promotion, consistent with applicable law. [see RCW 43.101.350] In some cases, availability of required classes may dictate when training is provided. Waivers for delay in complying with career level certification requirements must be obtained from the Criminal Justice Training Commission.
- IV All employees receive supervised on-the-job training when first entering a new specialized assignment. Supervised on-the-job training extends for whatever period of time is necessary to familiarize the employee with the requirements and expectations of the specialty position and to assure that the employee is able to function in the new position without close supervision.
- V. Personnel assigned to specialty assignments are provided with refresher training, as needed.

### **33.6.2 SWAT/bomb squad training**

Department officers assigned to Thurston County SWAT or to the WSP Bomb Squad receive training and participate in readiness exercises as specified in the appropriate inter-local agreement.