




**BEN CLARK TRAINING CENTER**  
 RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
 16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
 (951) 486-2800



<b>COURSE TITLE:</b>	<b>CORRECTIONS TRAINING OFFICER</b>			
<b>OVERVIEW:</b>	This CTO Course has been developed to enhance the training officer's on-the-job training skills. The course will cover ethical behavior, coaching techniques, effective supervision, methods of learning, evaluating trainees, and the subsequent documentation.			
<b>PREREQUISITE:</b>	Students must have completed a Standards and Training for Corrections (STC) Core Academy or a Basic Peace Officers' Academy. Additionally, students must either be a training officer or have been selected as a training officer.			
<b>ADDITIONAL COURSE INFORMATION:</b>	N/A			
<b>DATE(S):</b>	<b>START:</b>	<b>TO</b>	<b>END</b>	<b>COST:</b>
	07-30-18		08-03-18	\$179
	02-25-19		03-01-19	\$179
<b>DAYS:</b>	WEEKDAYS			
<b>TIMES:</b>	0800-1700 HOURS			
	<a href="#">Click to receive notifications when classes are updated</a>			
<b>LOCATION:</b>	Ben Clark Public Safety Training Center, Sheriff Modular Classrooms; 20848 11 <sup>th</sup> Street, Riverside, CA 92518			
	<a href="#">BCTC Campus Map</a>		<a href="#">ECTC Map</a>	
<b>CERTIFICATION:</b>	THE COURSE IS CERTIFIED BY STANDARDS AND TRAINING FOR CORRECTIONS.			
<b>STC #</b>	46-5332			
<b>COURSE HOURS:</b>	40			
<b>INSTRUCTORS:</b>	All instructors are experienced in their fields and are STC-certified.			
<b>ENROLLMENT:</b>	THIS COURSE IS LIMITED TO 25 STUDENTS AND RESERVATIONS WILL BE MADE ON A FIRST-COME, FIRST-SERVED BASIS. FOR ENROLLMENT CONTACT THE COURSE COORDINATOR.			
<b>COST BREAKDOWN &amp; CANCELLATION FEES:</b>	<b>COURSE</b>	<b>FEE</b>	<b>CANCELLATION FEE</b>	
	Corrections Training Officer	\$179	\$0	
<b>PAYMENT OPTIONS:</b>	We are now requiring payment to be sent at least 2 weeks prior to the start of the class. We accept Check, Money Order or Credit Card.			
	<b>Check or Money Order</b> Payable to: Riverside County Sheriff/Ben Clark Training Center Attn: BCTC Course Fees			



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Accounting & Finance  
 16791 Davis Ave., Riverside, CA 92518  
 951-486-2786

**Credit Card by Phone:** (Additional fee if paid by credit card.)  
 For details, please contact:  
**Course Fees Accounting Technician (951-486-2786)**  
[BCTCCourseFees@riversidesheriff.org](mailto:BCTCCourseFees@riversidesheriff.org)

**We do not bill or invoice for classes.**

**CANCELLATION:** This course is sponsored by the Riverside County Sheriff's Department, Ben Clark Training Center. Courses are offered based on scheduled attendance. Once scheduled, failure to attend, or cancel at least ten days prior to the start of the class will result in a charge for the full course fee, less any applicable college unit fees. An alternate student, from the same agency may fill the reservation.

**COORDINATOR:** CORRECTIONAL DEPUTY MITCHELL JASSO OR CORRECTIONAL CORPORAL SARI HARRIS

**EMAIL:** [mljasso@riversidesheriff.org](mailto:mljasso@riversidesheriff.org) or [sdharris@riversidesheriff.org](mailto:sdharris@riversidesheriff.org)

**CONTACT PHONE:** (951) 486-2818

**LODGING:** Reservations for lodging must be arranged by the students or by their agencies. Low cost, dormitory-style lodging is available on site. For information on lodging, please call 951-486-2802.

**DRESS CODE WILL BE ENFORCED:** Students must wear department-issued uniform or casual business attire. No shorts, jeans, flip-flops, or T-shirts.  
 See [BCTC Dress Code](#)

**REQUIRED EQUIPMENT:** N/A

**SPECIAL INSTRUCTIONS:** STUDENT MUST BE SELECTED BY A SUPERVISOR