



**GUYANA POLICE FORCE ACADEMY**  
**SELECTION CRITERIA FOR POLICE INSTRUCTORS**

*5.2-Written Criteria for Police Instructors selection*

**1. BACKGROUND**

1.1 The Guyana Police Force Academy since its registration with the Guyana National Accreditation Council on 22<sup>nd</sup> September, 2022 has since updated the standards and level of academic qualification for instructors. This was done through specialized training with recognized accredited institutions and universities. Instructors are required to have all the necessary educational qualifications, professional certifications, and experience relevant to the subject matter they are teaching.

**2. OBJECTIVE**

2.1 The objective of this policy is to maintain a high standard of teaching and training. It is to ensure that the Guyana Police Force Academy deliver a comprehensive and organized record of each instructor's background, credentials, and professional development.

**3. POLICY STATEMENT**

3.1 The Guyana Police Force Academy is committed to having well trained and qualified team of instructors to deliver a rounded curriculum to its recruits and other ranks.

**4. SCOPE**

4.1 This policy is in accordance with the Laws of Guyana **Cap. 39:01**, local and international accreditation standard and best practices. Further the scope of this policy includes the following:

#### **4.1.1 Educational Background:**

4.1.1.1 Every Instructor must have a minimum bachelor's degree from a recognized university in criminal justice, law enforcement, or a related field.

4.1.1.2 OR advanced degrees or specialized certifications in adult education, instructional design, or a relevant subject area are desirable.

#### **4.1.2 Law Enforcement Experience:**

4.1.2.1 A minimum of 5-10 years of active service in law enforcement.

4.1.2.2 Must demonstrated expertise in a variety of law enforcement areas, such as investigations, community policing, use of force, and legal procedures.

#### **4.1.3 Teaching Experience:**

4.1.3.1 Must be trained as Police Instructor or have experience as a police trainer or instructor.

4.1.3.2 Must be familiar with adult learning principles and instructional methods.

#### **4.1.4 Communication Skills:**

4.1.4.1 Have an excellent verbal and written communication skills is a requirement.

4.1.4.2 Have the ability to effectively communicate complex information to diverse audiences, including recruits, experienced officers, and community members.

#### **4.1.5 Subject Matter Expertise:**

4.1.5.1 Have in-depth knowledge of relevant laws, policies, procedures and all other subject areas that you are required to teach.

4.1.5.2 Must be able to stay current and adapt to emerging trends, technologies, and best practices in law enforcement.

**4.1.6 Training and Development Skills:**

4.1.6.1 Having the ability to design, develop, and deliver effective training programs.

4.1.6.2 Be proficient in utilizing instructional technology and multimedia tools.

**4.1.7 Leadership and Teamwork:**

4.1.7.1 Have strong leadership skills and the ability to lead training sessions with authority.

4.1.7.2 Willing to use collaborative approach, fostering teamwork and positive relationships within the department.

**4.1.8 Cultural Competence:**

4.1.8.1 Must be understanding and respectful of cultural diversity.

4.1.8.2 Have the ability to adapt training content to be inclusive and culturally sensitive.

**4.1.9 Ethical Conduct:**

4.1.9.1 Show high ethical standards and is committed to promoting ethical behavior within the GPF.

4.1.9.2 Ability to address sensitive issues and dilemmas with integrity.

**4.1.10 Evaluative and Assessment Skills:**

4.1.10.1 Required to be proficient in developing and implementing assessments to measure the effectiveness of training programs.

4.1.10.2 Ability to provide constructive feedback to enhance individual and group performance.

**4.1.11 Adaptability:**

4.1.11.1 Flexibility to adjust training methodologies based on the needs of the audience and evolving law enforcement practices.

#### **4.1.12 Continuous Professional Development:**

4.1.12.1 Committed to staying informed about industry developments through ongoing training, conferences, and professional development opportunities.

#### **4.1.13 Community Engagement:**

4.1.13.1 Engaging with the community to enhance public relations and foster positive relationships between law enforcement and civilians is required.

#### **4.1.14 Physical Fitness:**

4.1.14.1 While not as critical as field officers, instructors should maintain a reasonable level of physical fitness to serve as role models for trainees.

#### **4.1.15 Professionalism:**

4.1.15.1 Exemplify professionalism in demeanor, appearance, and conduct both within the department and when interacting with the community.

### **5. COMPLIANCE AND ENFORCEMENT**

5.1 The Force Training Officer and middle management will ensure strict compliance of this policy in accordance with the Force Standing Orders, Laws of Guyana, accreditation standards and best practices. Further enforcement of this policy will be the responsibility of the Quality Management Committee.

### **6. REPORTING AND COMMUNICATION**

6.1 The Force Training Officer will report on all Regulatory Requirements for Approved Police Instructors matters to the Quality Management Committee Executive Leadership Team, and the Training Board.

### **7. REVISION PERIOD**

7.1 A review of this policy will be conducted annually by the Guyana Police Force Academy Training Board.

## **8. APPROVAL OF POLICY**

8.1 This policy was approved by the Guyana Police Force Executive Leadership Team and the Guyana Police Force Academy Training Board.

## **9. EFFECTIVE DATE**

9.1 This policy was approved and has come into effect as of September 7, 2023.

## **10. REVIEW PERIOD**

10.1A review of this policy will be conducted annually. The review will be conducted by the Guyana Police Force Academy Training Board. The results of the review will be shared with the relevant stakeholders and necessary changes to the policy will be implemented based on the review.

## **REVISION DATE**

Revised in January, 2024

