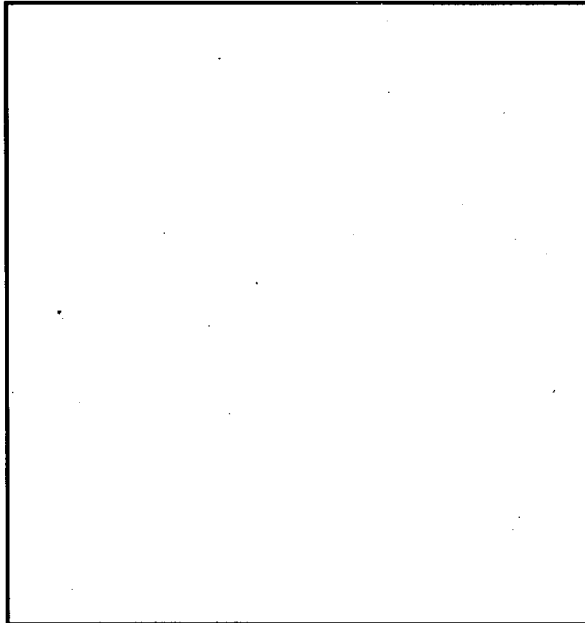


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**DO NOT
DESTROY**
IPA # 1144839

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FY 2011 COURSE CATALOG


FBIHQ.

Washington, DC 20535


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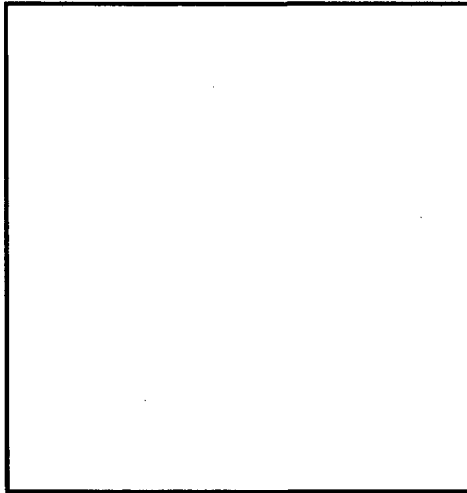
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FY 2010-2011 Course Catalog

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Introduction

[redacted] is committed to organizational effectiveness in order to accomplish [redacted] strategic goals. We serve as the catalyst for [redacted] personnel to engage in continuous learning and professional growth. We focus on working with Bureau leaders to forecast and develop educational strategies to support an ever changing environment [redacted] threats. In fulfillment of this mission [redacted] has developed curriculum and training that is considered "required" and "recommended" for [redacted] personnel.

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[redacted] has researched and reviewed current industry trends, field division survey data and active cases to develop a training curriculum consistent with the identified needs. As a result, curriculum and training opportunities have been implemented and updated opportunities continue to be developed. In addition, the overall number of classes available has increased in response to the implementation of the Career Path Program and [redacted] investigators whose cases involve [redacted]. The current selection of classes offered on the pages that follow are those that are **REQUIRED** in each stage of the specified Career Path.

For a complete overview of the required and recommended course offerings, refer to the career path section on the [redacted] home page at [redacted]

Registration Process

[] will act in the capacity of [] registrar's office when a student registers for [] sponsored course. All employees interested in registering for [] sponsored course, whether assigned to [] another Division, must register via Virtual Academy (VA), which identifies the dates and locations of all [] course offerings.

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Virtual Academy is the official record keeping system for all FBI training records. It will house all training records for all training types (web-based, classroom-based, training conference, seminar, Government Employee Training Act (GETA), self-reported). Students should use the VA Self-Reported Training (SRT) function to add training events that were coordinated outside the Bureau and could not otherwise be reported by an FBI class coordinator or other means. SRT will not be used to track any training coordinated within the Bureau (e.g. students will never self report an FBI in-service, seminar, GETA, or UEP course).

Prerequisite courses are cumulative, so students must demonstrate completion of not only the listed prerequisite(s), but all courses preceding the listed prerequisite(s) in the career path training map.

[REDACTED] Career Path Program

The Career Path program was developed in the continued effort to train, educate, and prepare a highly skilled FBI workforce. The [REDACTED] career path includes career development plans for various job families to include the FBI's Special Agent (SAs), [REDACTED] Intelligence Analyst (IA), and Staff Operations Specialist (SOS). The career path development plans provide "required" and "recommended" core and job-specific competencies for [REDACTED] personnel in each stage of their career path [REDACTED] designated SAs, IAs, SOSs [REDACTED] have applicable bands that indicate courses available within their spectrum of operations.

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For detailed career path plans, see the [REDACTED] home page on the FBI Intranet at [REDACTED]

The career development plans for the various job families are divided into Stages. The time frame is defined as EOD to [REDACTED] not necessarily the FBI:

Stage I.....Entry Level (EOD – 6 months)

Covers beginning level instruction and orientation to specific job family and mandatory web based training for all [REDACTED] employees.

Stage II.....Early Level (6 months-3 years)

[REDACTED] designated SAs, IAs, SOSs, [REDACTED] are provided with investigative techniques, domain awareness and other training opportunities.

Stage III.....Intermediate/Advanced Level (3 -5 years)

[REDACTED] SAs, IAs [REDACTED] are provided career development opportunities that focus on refining their ability to develop and effectively interview sources/subjects. IAs are recognized leaders/experts in their area of specialization (Subject Matter Experts, SME); Legat and Overseas assignment opportunities become available. Management Development Competency Based Training begins at this stage for those FBI employees that choose the managerial career path. The [REDACTED] provides [REDACTED]

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Stage IV.....Expert or Supervisor Level (5 years to retirement)

Educational opportunities concentrate on developing leadership and management skills.

[REDACTED] of [REDACTED] for [REDACTED] SAs, IAs, SOSs, [REDACTED] becomes a mandatory at this stage.

Stage V.....Management /Executive Level

[REDACTED] of [REDACTED] and [REDACTED] of [REDACTED] is required for all SAs and Professional Support Staff in Stage V. An overall management development plan contains training and developmental opportunities to enhance individual and organizational leadership and management skills.

Special Agent Career Plan

SACP)

Below is a graphic representation of the [redacted] SACP. [redacted] has sole responsibility for development and implementation of the SACP for [redacted] designated SAs. [redacted] has established curriculum and career development opportunities that will sharpen the required skills of [redacted] designated SAs. The training, education and development opportunities recommended and required in each stage of the career path should be completed in a logical flow, from Stage I through Stage IV/V. An individual can complete the required training for Special Agents in the [redacted] Career Path in the order recommended by following the SA band across the top of the spectrum.

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A full version of the Developmental Plan for [redacted] Designated Special Agents can be found on the [redacted] website: [redacted]

SACP Developmental Plan

Revised 11/15/2010

Stage I	Stage II Post-NAT to 3 years	Stage III 3 to 5 years	Stage IV 5-plus years	Stage V Management
New Agent Training	<u>Required:</u> Training: 	<u>Required:</u> Training: 	<u>Required:</u> Training: 	<u>Required:</u> Training:
CTC/ West Point				
	<u>Recommended:</u> Training: 	<u>Recommended:</u> Training: 	<u>Recommended:</u> Training: 	<u>Recommended:</u> Training:

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Career Plan

Below is a graphic representation of the Career Plan and the recommended courses offered by . The stage of the training, education and development opportunities is indicated from left to right and should be completed in a logical flow, Stage I through Stage IV.

A full version of the Developmental Plan for can be found on the website:

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Developmental Plan

Revised
11/15/2010

Stage I new to 18 months	Stage II 18 months to 3 years	Stage III 3 to 5 years	Stage IV 5-plus years
Required: Training: 	Required: Training: 	Required: Training: 	Required: Training:
Recommended: Training: 	Recommended: Training: 	Recommended: Training: 	Recommended: Training:

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[] Staff Operations Specialists Career Plan
[] (SOSCP)

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The following is a graphic representation of the [] SOS Career Path Plan. The training, education and development opportunities recommended and required in each stage of the career plan, should be completed in a logical flow, from Stage I through Stage IV/V. An individual can complete the required training for SOS's, in the order recommended, by following the band across the top of the spectrum.

A full version of the Developmental Plan for [] Staff Operations Specialists Career Path can be found on the [] website at:

[]

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DRAFT Staff Operations Specialist Career Path DRAFT

Stage I New SOS Training (4-5 weeks)	Stage II Post-SOS training to 1 year	Stage III 2 to 3 years	Stage IV 3+plus years
Requirements: Training [] Virtual Academy Courses []	Requirements: Virtual Academy Courses []	Requirements: Training []	Requirements: []
Recommended: Virtual Academy Courses [] []	Recommended: Training [] Virtual Academy Courses []	Recommended: Training [] Virtual Academy Courses []	Recommended: Training [] []

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[redacted] Intelligence Analyst Career Plan

[redacted] (IA)

Below is a graphic representation of the [redacted] IA CP and the required and recommended courses offered by [redacted]. The training, education and development opportunities recommended in each stage of the IA career path should be completed in a logical flow, Stage I through Stage IV. An individual can complete the recommended training for the [redacted] IA by following the band, left to right, across the top of the spectrum.

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A full version of the Developmental Plan for IA's can be found on [redacted] website:
[redacted]

[redacted] IA Developmental Plan

Revised
11/15/2010

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Stage I	Stage II EOD- to 3 years	Stage III 3 to 5 years	Stage IV 5-plus years
EOD-	<u>Required:</u> <u>Training:</u> [redacted]	<u>Required:</u> <u>Training:</u> [redacted]	<u>Required:</u> <u>Training:</u> [redacted]
	<u>Recommended:</u> <u>Training:</u> [redacted]	<u>Recommended:</u> <u>Training:</u> [redacted]	<u>Recommended:</u> <u>Training:</u> [redacted]

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[redacted] 1

**FY 2011 Core Curriculum For All [REDACTED]
Personnel**

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Training is a critical component of the FBI's goal to ensure that all employees are in compliance with the legal and policy requirements applicable to their jobs. In the continued effort to train, educate, and prepare a highly skilled [REDACTED] workforce, all designated [REDACTED] personnel MUST complete each course required in [REDACTED]. Annual or bi-annual Mandated Training is required of [REDACTED] personnel by other FBI Divisions. Supervisors and Executives (GS-14 and above) are required to complete the Mandated Training as well as curriculum specifically targeted to their managerial position. The courses are located on the FBI Virtual Academy (FBIVA).

To confirm that you have completed any of the above training courses, please refer to the Home Page on VA; highlight the 'My Records' tab then select 'My Official Transcript' you may click on the Official Student Transcript option and search the Web-Based Training modules.

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Core Curriculum Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
	None		Personnel
	None		Personnel
	None		Personnel
Overview of Domestic Investigations and Operations Guide (DIOG)	None		Personnel
Overview of the Attorney General Guidelines for Domestic FBI Operations	None		Personnel
	None		Personnel
	None		Personnel
	None		Personnel
	None		Personnel

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[] Mandated Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
	None		[] Personnel
	None		[] Personnel
	None		[] Personnel
	None		[] Personnel
	None		Special Agents []
Privacy: It's Every Employee's Business	None		Personnel

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[] Supervisors and Executives Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
Procurement Integrity Awareness for Executives and Managers 2011	GS-15 and above		[] Supervisors and Executives
FBI Mandatory Biennial Cultural Awareness and Diversity	GS-14 and above		[] Supervisors and Executives
Uniformed Services Employment and Reemployment Rights Act	GS-14 and above		[] Supervisors and Executives

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AUDIENCE: Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This training has been designed to

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AUDIENCE: Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This course provides an overview of

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[Redacted]

AUDIENCE: [Redacted] Personnel

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

This course has been designed to

[Redacted]

[Redacted]

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AUDIENCE: Personnel

PREREQUISITES: None

LENGTH OF COURSE:

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COURSE FORMAT:

PROVIDER:

This course is

AUDIENCE: Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

In accordance with

b7E

Overview of Domestic Investigations and Operations Guide (DIOG)

AUDIENCE: Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

b7E

This course provides instruction on the new Domestic Investigations and Operations Guide (DIOG). The DIOG represents new FBI policy to implement the Attorney General's Guidelines for FBI Domestic Operations (AGG-Dom). Specifically, this course will provide a high level overview of the key elements of the DIOG emphasizing General Authorities and Principles, Civil Liberties, Investigations and Intelligence Gathering and Authorized Methods.

Overview of the Attorney General Guidelines for Domestic FBI Operations

AUDIENCE: Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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This course provides instruction on the new Attorney General's Guidelines for FBI Domestic Operations (AGG-Dom). Specifically, this course will provide a high level overview of the key elements of the AGG-Dom to include General Authorities and Principles, Investigations and Intelligence Gathering, Assistance to Other Agencies, Intelligence Analysis and Planning, Authorized Methods, and Retention and Sharing of Information.

Procurement Integrity Awareness for Executives and Managers 2011

AUDIENCE: ☐ Personnel

PREREQUISITES: GS15 and SES only

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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Annual training designed to raise managerial awareness of procurement integrity and ethics matters regarding proper conduct with contractors and vendors; issues related to contacts and contracting with former FBI and U.S. Government employees; and considerations related to expanding the scope of existing contracts.

[Redacted]

AUDIENCE: [Redacted] Personnel

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

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COURSE FORMAT:

PROVIDER:

Introduction to

[Redacted]

[Redacted]

[Redacted]

AUDIENCE: [Redacted] Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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Introduction to

[Redacted]

The purpose of this

[Redacted]

During this course,

[Redacted]

[Redacted]

AUDIENCE: [Redacted] Personnel

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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[Redacted]
[Redacted]

provides a

[Redacted]

[Redacted]

AUDIENCE: [Redacted] Personnel

REREQUISITES: None

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

The goal of this course is to

[Redacted]

[Redacted]

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AUDIENCE: Personnel

REREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This course will provide

b7E

[Redacted]

AUDIENCE: Special Agents [Redacted]

REREQUISITES: None

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

Contains

[Redacted]

[Redacted]

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[Redacted]

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FBI Mandatory Biennial Cultural Awareness and Diversity

AUDIENCE:

☐ Personnel

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REREQUISITES:

None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

In a continuing commitment to increase cultural awareness and diversity within the FBI, the Director has mandated that all supervisors, managers, and executives receive biennial training in the areas of cultural awareness and diversity. This interactive training will focus on various issues faced by today's FBI and will enhance each participant's understanding and appreciation of diversity, cultural awareness, and the development of a sustainable, inclusive workplace in alignment with the FBI's Vision, Mission, and Values.

Uniformed Services Employment and Reemployment Rights Act

AUDIENCE:

Personnel

REREQUISITES:

None

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LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

The Uniformed Services Employment and Reemployment Rights Act (Public Law 103-353) was enacted in October 1994 and ensures rights of Federal employees who leave their employment to perform duty with the uniformed services. The law prohibits discrimination in employment, retention, promotion, or any benefit of employment based on uniformed service.

USERRA:

- clarifies, expands, and strengthens the rights and benefits of applicants and employees;
- alters the appeal procedures available to Federal employees;
- provides Federal employees assistance from the Department of Labor in processing claims; and
- requires OPM to place certain returning employees when their former agencies determine that it is "impossible or unreasonable" to re employ them.

AUDIENCE: ☐ Personnel

REREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This training has been designed to provide all FBI personnel

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Privacy: It's Every Employee's Business

AUDIENCE: Personnel

REREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

b7E

This training provides basic information for FBI personnel on their roles and responsibilities under the Privacy Act and other laws to protect personally identifiable information (PII) contained in FBI records.

Stage I Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
New Agents Training	None		Special Agent Designees
	None		
	None		IA, SOS
Staff Operations Specialist (SOS) Training Program	None		Staff Operation Specialist
Intelligence Basic Course (IBC)	None		Intelligence Analyst

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New Agents Training [REDACTED]

AUDIENCE: New Hire Special Agents

PREREQUISITES: None

LENGTH OF COURSE: [REDACTED] CTC/West Point Instruction

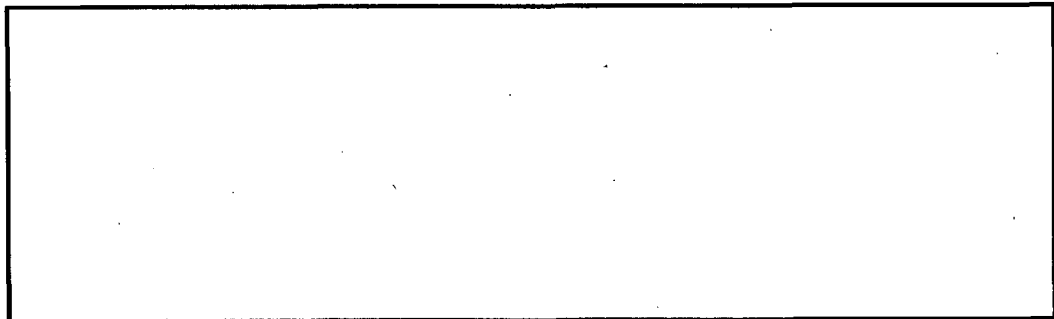
COURSE FORMAT: [REDACTED]

PROVIDER: [REDACTED]

Description

In New Agents training there are [REDACTED] instruction is provided by various [REDACTED] from the Combating Terrorism Center instructors. The overall goal of New Agents Training is to ensure each candidate demonstrates the personal qualities and characteristics embodied in the FBI's Core Values.

CTC Instructional Blocks: International Terrorism training is provided by the Combating Terrorism Center (CTC), United States Military Academy (USMA), West Point, New York. This instruction is a base of procedural, tactical and academic education on International Terrorism to prepare new agents for a career as counterterrorism investigators. This course is 20 hours of instruction that prepares students for follow-on practical exercises in new agent's training and future analysis and investigations in the field. Specifically, the course covers the origins of Islam, the development of Sunni Islamism and associated extremist groups, the development of Shiite extremism and associated groups, methods of terrorist radicalization, and the use of Diaspora communities as safe havens for crime and terrorism.



[Redacted]

AUDIENCE:

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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[Redacted]

[Redacted]

This course is

[Redacted]

[Redacted]

[Redacted]

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[Redacted]

AUDIENCE:

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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This course is designed to provide

[Redacted]

[Redacted]

[Redacted]

[Redacted]

AUDIENCE: Special Agents, [Redacted] Intelligence Analysts, and
Staffing Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

The Federal Bureau of Investigation (FBI)

[Redacted]

[Redacted]

b7E

[Redacted]

AUDIENCE: Special Agents, [Redacted] Intelligence Analysts, and
Staffing Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

This course teaches the

[Redacted]

[Redacted]

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Staff Operations Specialist New Hire Orientation

AUDIENCE: New Hire Staff Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

b7E

This course is a mandatory, basic course for all employees who are newly-assigned to the Staff Operations Specialist (SOS) position. The course is designed to familiarize new SOS employees with the FBI's mission, priorities, protocols, and the SOS role within the FBI. The course provides an overview of various topics, as well as basic computer applications most commonly used within the FBI.

Intelligence Basic Course

AUDIENCE: New Hire Intelligence Analyst

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

b7E

The new [] mandatory for all new FBI IA's, to include current FBI employees who transfer into the IA position. The IBC course emphasizes the three tradecraft skills (thinking, expository writing, and briefing) that are critical to an analyst's professional success and will help the IA produce and effectively deliver a more sophisticated, forward-leaning analysis to a range of consumers.

The IBC will give students a solid foundation for their continued professional development by exposing them to a variety of techniques and exercises that will improve their ability to

- Think creatively but check the insights they develop with rigorous, structured, and skeptical scrutiny;
- Craft accurate, concise, and comprehensible written products for consumers with very little time to read and understand them; and
- Deliver the same high-quality analysis orally under a variety of circumstances.

[Redacted]

AUDIENCE:

[Redacted]

PREREQUISITES:

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

Basic overview

[Redacted]

information pertaining to the

[Redacted]

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[Redacted]

AUDIENCE:

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This course provides a

[Redacted]

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Stage II Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
	None		Special Agents
	None		SAs, [redacted] IA's, SOS's
	None		Special Agents
	None		SAs, [redacted]
Electronic Communications (EC): Navigating the Word Perfect Macros	None		Staff Operations Specialist
[redacted]	None		Staff Operations Specialist
	TS Intranet Access		SAs, IA's, SOS's
FBI Performance Appraisal System	None		Staff Operations Specialist
[redacted]	None		Staff Operations Specialist

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[Redacted]

AUDIENCE: [Redacted] Special Agents who are currently in Stage II of the FBI's Special Agent Career Path.

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

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COURSE FORMAT:

PROVIDER:

During this course, students receive training on

[Redacted]

[Redacted]

AUDIENCE: Special Agents, Intelligence Analysts, Staff
Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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The "IT Origins and Ideologies" Training is a four-day, interactive, unclassified course open to all FBI personnel who work currently work IT matters and is taught by the Combating Terrorism Center (CTC), which is affiliated with the West Point Military Academy. This course will provide students with a better understanding of international terrorism and counterterrorism by exploring the history of Islam and the Middle East, nuances of Arab culture, and the foundation of the origins and ideologies related to international terrorism. Along with the core curriculum, this course will provide students with specific information concerning target groups located within the domain of the invited field offices.

****Note: The core curriculum of this course is similar to that which is provided by CTC during New Agent Training (NAT). The CTC blocks of instruction began with NAC 07-01. Students who have already received the CTC presentations during NAT need not attend captioned course.***

AUDIENCE: Special Agents

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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Course is designed to train special agents to

[Redacted]

AUDIENCE: Special Agents, [Redacted] Intelligence Analysts,
Staff Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

b7E

COURSE FORMAT:

PROVIDER:

This course is essential to ensure that new Special Agents [Redacted] Intelligence Analysts, and Staffing Operations Specialists have the necessary investigative knowledge and tools to make appropriate decisions, implement new strategies, as well as reinforce proper investigative techniques [Redacted]

Electronic Communications (EC): Navigating the WordPerfect Macros

AUDIENCE: Staff Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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This is a self-paced course for all FBI employees on how to use the EC Macros in Corel WordPerfect when writing an EC. The course explains how to navigate through the process of writing an EC, and provides the correct format for entered data.

[Redacted]

AUDIENCE: Staff Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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[Redacted]

NOTE:

[Redacted]

[Redacted]

AUDIENCE: Staff Operations Specialists/Intelligence Analyst/Special Agents

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

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COURSE FORMAT:

PROVIDER:

[Redacted] required for FBI Intelligence Analysts, Special Agents, and Staff Operations
Specialist [Redacted]

[Redacted]

FBI Performance Appraisal System

AUDIENCE: Staff Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

A large rectangular box with a black border, used to redact information from the course details.

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This course provides information on the new FBI Performance Appraisal System (PAS). It includes an overview of the PAS, how to apply performance standards, and how to document performance. The course concludes with a review quiz and provides additional resources.

[Redacted]

AUDIENCE: Staff Operations Specialists

PREREQUISITES: None

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

[Redacted] course provides [Redacted]

[Redacted]

[Redacted]

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Stage III Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
			SAs, IAs
			SOSs
			Special Agents,
			Special Agents,
			Special Agents,
			Special Agents, Staff Operations Specialists SAs, IAs SOSs

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[Redacted]

AUDIENCE: Special Agents, [Redacted] Intelligence
Analysts, Staff Operations Specialists

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PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

[Redacted] Special Agents and [Redacted]

[Redacted]
In this course the attendees will [Redacted]

[Redacted]

b7E

COURSE PREREQUISITES:

[Redacted]

AUDIENCE: Special Agents,

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This course will

b7D
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AUDIENCE: Special Agents,

PREREQUISITES:

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LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This course offering is currently being developed

[Redacted]

AUDIENCE: Special Agents, [Redacted] Staff Operations Specialist

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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[Redacted] focuses on [Redacted]

[Redacted]

[Redacted]

AUDIENCE: Special Agents, [Redacted] Staff Operations Specialist

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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[Redacted] a course designed to [Redacted]
[Redacted]

STAGE IV Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
Legat Predeployment			All FBI Personnel deploying overseas
			Special Agents ☐
			Intelligence Analysts
			Special Agents
			Intelligence Analyst
Management Development Competency Based Training			Special Agents
☐			
Support Career Development Program	GS12-GS15		Support Employee
☐			

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Legat Support In-Service

AUDIENCE: All FBI Personnel Deploying Overseas

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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Note: Mandatory for overseas assignment

The objective of this course is to prepare personnel overseas on administrative matters pertaining to their overseas assignment. The course contains sessions on legal budget matters; security matters inspection matters; records management; and other related information dealing with their foreign assignment.

AUDIENCE: All FBI Personnel Deploying Overseas

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

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course provides

The course is designed to

[Redacted]

AUDIENCE: All FBI Personnel Deploying Overseas

PREREQUISITES:

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

Note: Mandatory for overseas assignment

This course is [Redacted] for Legat attache personnel before they are posted in overseas assignments.

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[Redacted]

AUDIENCE: Special Agents

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

This course is

[Redacted]

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[Redacted]

[Redacted]

AUDIENCE: Special Agents

PREREQUISITES:

LENGTH OF COURSE:

[Redacted]

COURSE FORMAT:

PROVIDER:

This course is

[Redacted]

[Redacted]

b7D
b7E

[Redacted]

[Redacted]

AUDIENCE: Special Agent

PREREQUISITES: * See Below

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[Redacted]

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b7E

[Redacted]

Special Course Requirements: 1. Must be an FBI Agent

[Redacted]

[Redacted]

[Redacted]

[Redacted]

AUDIENCE: SAs, IAs, [Redacted]

PREREQUISITES: SAs, IAs, [Redacted]

LENGTH OF COURSE: [Redacted]

COURSE FORMAT: [Redacted]

PROVIDER: [Redacted]

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[Redacted] course will [Redacted]

[Redacted]

[Redacted]

AUDIENCE: Special Agents [Redacted]

PREREQUISITES: Special Agents [Redacted]

LENGTH OF COURSE: [Redacted]

COURSE FORMAT: [Redacted]

PROVIDER: [Redacted]

This course is designed to [Redacted]

[Redacted]

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[Redacted]

[Redacted]

AUDIENCE: All FBI Personnel; Required for Intelligence Analyst in Stage IV

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

[Redacted]

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PROVIDER:

[Redacted] is designed specifically for [Redacted]

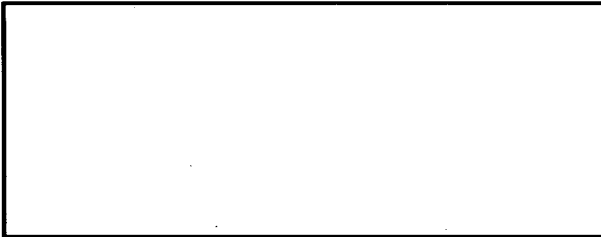
[Redacted]

[Redacted]

Management Development Competency Based Training

Management Development is an integral part of the FBI as we develop our leaders for the future. This program defines the requirements and recommendations for professional staff employees to reach management positions at varying levels dependent upon job series and special agents to reach management positions at and above the GS-14 level. The Management Development Competency Based Training (CBT) was developed as a result of a survey to all supervisors requesting their input regarding training they previously attended, available training they would like to attend, and new training they would like to see developed by the Bureau.

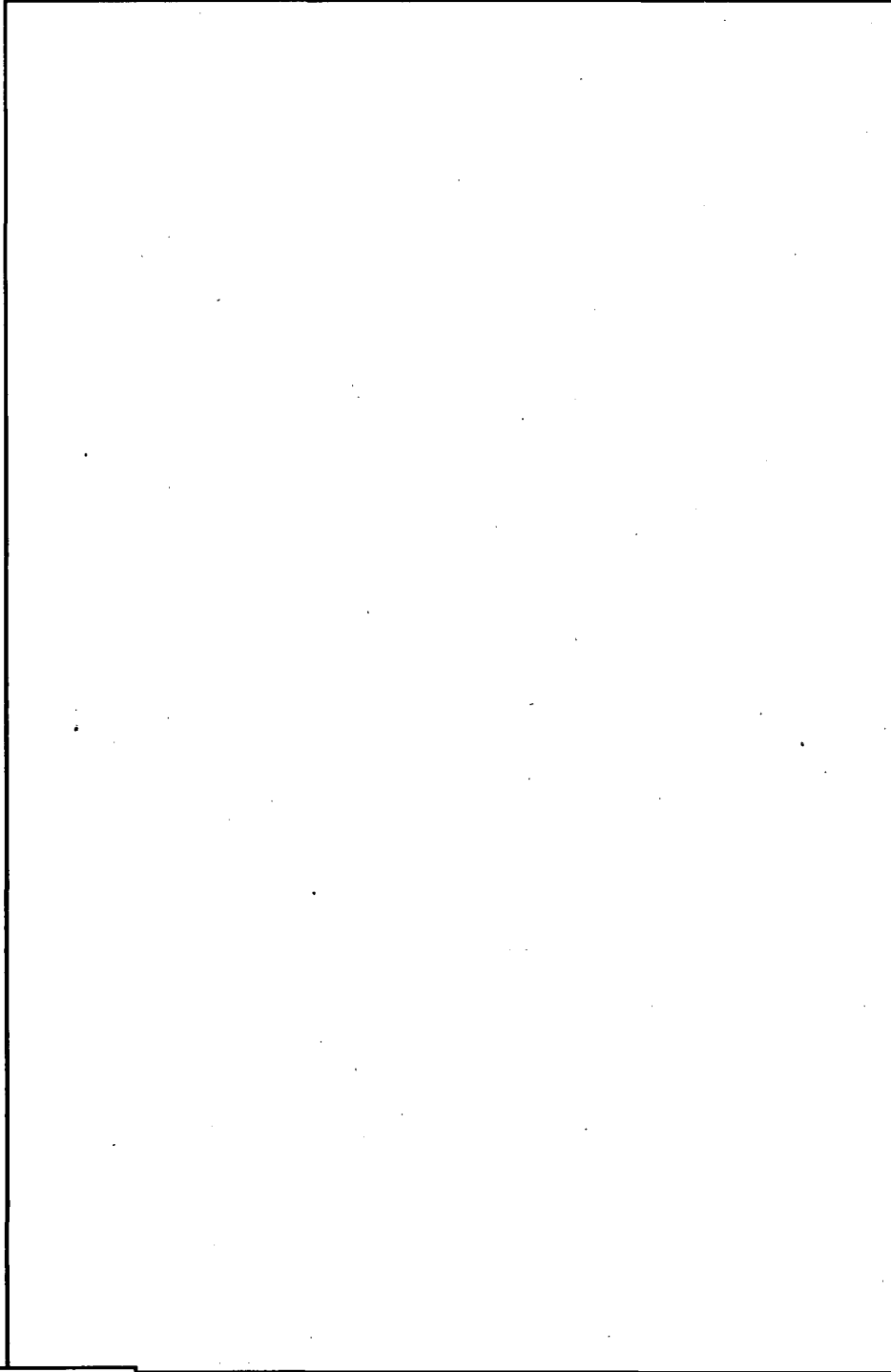
The CBT lists many of the training opportunities available for leadership and management development, broken down by grade level as well as by competency. Each training opportunity is directly linked and color coded to reflect the different venues for training, to include:



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A full version of the Management Development Training Guide can be found on the
[redacted] website at:
[redacted]

Special Agent Management Track



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SUPPORT EMPLOYEE CAREER DEVELOPMENT PROGRAM

A Support Mid-Level Manager in the FBI is defined as a Support employee who:

- | |
|--|
| •Occupies a position with a full performance level of GS-12 through GS-15; and |
| •Serves as a second-line supervisor with program oversight or as a first-line technical manager directing division resources; and |
| •Supervises personnel; or |
| •Serves as a program manager with technical and administrative oversight of a Bureau-wide program and is responsible for directing the associated human resources. |

To ensure development and training opportunities are aligned with the employee's current managerial role, all Professional Support Managers are further categorized by level. These levels are defined as follows:

Level I	Level II	Level III
First-line supervisors who direct personnel and execute program objectives. Applies to managers in positions at the GS-11 level and below.	Second-line supervisors at the full performance level of GS-12 through GS-14 who direct intelligence, investigative, technical or administrative programs at the unit or squad level.	GS-14 and GS-15 Administrative Officers, Unit Chiefs, and Assistant Section Chiefs who supervise personnel.

A full version of the Management Development Training Guide can be found on website:

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STAGE V Course Descriptions

Course Title	Prerequisite(s)	Type	Audience
Executive Development Initiative (EDI)			GS 14 or GS 15 Special Agents/GS-13 or higher Professional Staff
			GS 14 or GS 15 Special Agents/GS-13 or higher Professional Staff
	See course description		SSAs and senior members of the FBI's IC
Supervisors Development Institute (SDI)			
Executive Leadership Conference			
Law Enforcement Executive Development (LEEDS)	See course description		
Emerging Executives	GS 15		Unit Chief and Assistant Section Chief

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Executive Development Institute (EDI)

AUDIENCE: GS 14 or GS 15 Special Agents/GS-13 or higher Professional Staff

PREREQUISITES:

SA [REDACTED]
Professional Staff [REDACTED]

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

[REDACTED]

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The Executive Development Institute (EDI) is [REDACTED] course designed to develop and enhance individual and organizational leadership and management skills. The course focuses on providing top quality instruction on personal and organizational leadership. Presentations by FBI Executives are included to provide perspective and insight into the FBI's mission, operations, and strategy. The Program is designed for mid-level Agent and Professional Staff employees with supervisory responsibilities. The EDI Program is designed to address the principle supervisory competencies of leadership; interpersonal ability; liaison ability; organizing and planning abilities; problem solving and judgment; flexibility and adaptability and initiative; and the full spectrum of communications.

[Redacted]

AUDIENCE: GS 14 or GS 15 Special Agents/GS-13 or higher Professional Staff

PREREQUISITES: SA: [Redacted]
Professional Staff: [Redacted]

LENGTH OF COURSE: [Redacted]

COURSE FORMAT:

PROVIDER:

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[Redacted] is offered [Redacted]
[Redacted] was developed as [Redacted]

[Redacted]

[Redacted]

AUDIENCE: Supervisory Special Agents (SSAs) and senior members of the FBI's Intelligence community to include Intelligence Analysts (IAs)
PREREQUISITES: * See below

LENGTH OF COURSE:

[Redacted]

b7D
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COURSE FORMAT:

PROVIDER:

[Redacted]

[Redacted] designed for Supervisory Special Agents (SSAs) and senior members of the FBI's Intelligence community to include Intelligence Analysts (IAs), Language Specialists (LSs), and Special Surveillance Group/Lookout (SSG/LO) personnel meeting the grade criteria. The major theme of [Redacted]

[Redacted]

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Supervisors Development Institute (SDI)

AUDIENCE:

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

Supervisors Development Institute (SDI) - Application for this course is very competitive and registration through Virtual Academy does not guarantee selection. Applicants must also submit their names to their Divisions for the required electronic communication (EC) requested in the advertising EC. The advertising EC will be posted on [REDACTED] prior to each session.

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Executive Leadership Conference

AUDIENCE:

PREREQUISITES:

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

This [redacted] conference that will be presented [redacted]

[redacted] Topics for discussion will include crisis management, executive decision making, change management and strategic change.

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Law Enforcement Executive Development (LEEDS)

AUDIENCE:

PREREQUISITES: *see Course description*

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

The LEEDS Program is [redacted] designed for top law enforcement officers of medium-sized police departments of a population of 200,000 or less and has 50 or more sworn full-time personnel. Some topics that are presented by FBI Academy staff as well as outside resource persons are: The Political, Social and Economic Trends Affecting Law Enforcement Today; Labor Relations; the Mass Media; Affirmative Action; and the Executive's Role. Participants in the program are also given the choice of different electives to enroll in such as Deadly Force, Future Issues for the Police Executive, Leadership Styles, Personal and Organizational Change.

During the seminar, the executives are provided with instruction and facilitation in the areas of leadership, strategic planning, legal issues, labor relations, media relations, social issues, and police programs. Some of the most productive learning takes place outside of the classroom during evening conferences and over meals. The environment of the FBI Academy is conducive to independent thought and study. Participants have the opportunity to exchange plans, problems and solutions with peers, to develop new thoughts and to share the successes of their own community.

The Director of the FBI is a regular guest at the Seminar and makes it a point to thank the executives for the support provided to federal law enforcement initiatives by state, county and municipal law enforcement.

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Emerging Executives

AUDIENCE: Unit Chief and Assistant Section Chief

PREREQUISITES: None

LENGTH OF COURSE:

COURSE FORMAT:

PROVIDER:

b7D
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This [redacted] provides high-level training for the Unit Chief and Assistant Section Chief population. This Middle Manager Development Course is [redacted] designed to address the unique challenges facing leaders at the GS-15 Unit Chief level. The three major themes for this course are: aligning individual behavior with mission and strategy; collaborative decision making and problem solving; and implementing and adapting to organizational change. The course also will develop the participants' knowledge and skills in the following areas: developing and mentoring people, motivation, program and project management, critical thinking and decision making, influencing and negotiating, and innovation and creativity