

***5.0 PARTICIPATE IN LEADERSHIP ACTIVITIES SUCH AS THOSE SUPPORTED BY CAREER AND TECHNICAL STUDENT ORGANIZATION SkillsUSA**

- 5.1 Determine the roles and responsibilities that leaders and members bring to an organization
- 5.2 Discuss characteristics of an effective team player
- 5.3 Discuss characteristics of effective teams
- 5.4 Practice techniques to involve each member of the team
- 5.5 Demonstrate teamwork
- 5.6 Examine the effects of teamwork skills as related to job retention
- 5.7 Practice effective meeting management
- 5.8 Participate in career development events
- 5.9 Develop and implement a personal and professional improvement plan
- 5.10 Practice business etiquette
- 5.11 Design innovative service methods
- 5.12 Utilize feedback for improvement
- 5.13 Distinguish between various leadership styles in law, public safety and security

***6.0 ANALYZE SELF ACCEPTANCE AND RESPECT FOR OTHERS IN LAW, PUBLIC SAFETY AND SECURITY**

- 6.1 Explore self concept
- 6.2 Recognize methods to build self esteem
- 6.3 Evaluate personal trustworthiness
- 6.4 Explore fairness in relationships
- 6.5 Define the attributes of honesty, integrity, and professionalism

***7.0 ANALYZE FACTORS THAT INFLUENCE HUMAN BEHAVIOR RELEVANT TO LAW, PUBLIC SAFETY AND SECURITY**

- 7.1 Describe how personal values influence choices and goals
- 7.2 Explain how culture influences behavior
- 7.3 Practice social awareness related to diversity
- 7.4 Explore the effects of challenges on behavior
- 7.5 Practice techniques for modifying behavior
- 7.6 Outline ways in which human needs are satisfied (Maslow's hierarchy)

***8.0 DEVELOP INTERPERSONAL RELATIONSHIP SKILLS NECESSARY FOR CAREERS IN LAW, PUBLIC SAFETY AND SECURITY**

- 8.1 Identify types of relationships in law, public safety and security
- 8.2 Examine components of healthy relationships in law, public safety and security
- 8.3 Recognize the positive and negative effects of peer pressure
- 8.4 Examine relationships in the structure of a community

***9.0 PRACTICE EFFECTIVE COMMUNICATION SKILLS FOR LAW, PUBLIC SAFETY AND SECURITY**

- 9.1 Interpret verbal and nonverbal communication
- 9.2 Identify barriers to effective communication
- 9.3 Practice skills used to communicate with coworkers, the public, and clients
- 9.4 Identify guidelines for effective written communication (letters, reports, email) in law, public safety and security
- 9.5 Apply active listening skills using reflection, restatement, and clarification techniques
- 9.6 Recognize the difference between objective and subjective information when communicating
- 9.7 Organize, write, and compile technical information and summaries
- 9.8 Discuss how cultural differences affect interpersonal communication in law, public safety and security

***10.0 EXAMINE ISSUES RELATED TO PERSONAL WELLNESS IN LAW, PUBLIC SAFETY AND SECURITY**

- 10.1 Analyze sources of stress and stress management techniques relevant to law, public safety and security
- 10.2 Describe the relationship of rest to wellness
- 10.3 Analyze strategies for coping with grief and loss
- 10.4 Evaluate risk-taking behaviors
- 10.5 Describe symptoms of chemical abuse
- 10.6 Recognize factors leading to suicide
- 10.7 Develop a plan for personal fitness
- 10.8 Explore healthy eating habits
- 10.9 Discuss physical fitness requirements for job success in law, public safety and security

***11.0 INTEGRATE STRATEGIES FOR LIFE AND CAREER SUCCESS**

- 11.2 Identify decision making and goal setting processes
- 11.2 Practice problem solving skills for law, public safety and security
- 11.3 Practice appropriate etiquette and social skills
- 11.4 Evaluate professional dress in law, public safety and security
- 11.5 Practice personal grooming and hygiene
- 11.6 Analyze conflict resolution

***12.0 APPLY TECHNOLOGY TO SUPPORT OPERATIONS IN LAW, PUBLIC SAFETY AND SECURITY**

- 12.1 Demonstrate knowledge and understanding of basic Input/Output devices such as keyboards, video monitors, scanners, printers and peripherals
- 12.2 Use industry-accepted software, such as applications for word processing, database, spreadsheet, presentation and publication
- 12.3 Use digital communication tools
- 12.4 Operate hardware items that support data output from application software (e.g., printer, projector, etc.)
- 12.5 Access information using manuals and reference materials
- 12.6 Apply presentation and multimedia software to prepare a presentation related to law, public safety and security

***13.0 MAINTAIN A SAFE AND SECURE WORK ENVIRONMENT IN LAW, PUBLIC SAFETY AND SECURITY**

- 13.1 Examine factors contributing to a safe and healthy environment in law, public safety and security
- 13.2 Practice personal responsibility for developing and maintaining a safe and healthy work environment in law, public safety and security
- 13.3 Discuss use of protective clothing/gear to ensure personal safety in law, public safety and security
- 13.4 Analyze the impact of safety compliance to employees and the public in law, public safety and security
- 13.5 Describe emergency procedures and protocols
- 13.6 Explain the importance of the OSHA (Occupational Safety and Health Administration) standards, HazCom (Hazard Communication Standard) requirements for law, public safety and security

14.0 DEVELOP AN INDIVIDUAL CAREER PLAN FOR LAW, PUBLIC SAFETY AND SECURITY

- 14.1 Investigate career options including entrepreneurship in law, public safety and security
- 14.2 Identify entry level employment, requirements and career pathways in law, public safety and security
- 14.3 Outline career options within the criminal justice system
- 14.4 Review and revise career plan/goals on annual basis
- 14.5 Manage personal and career goals
- 14.6 Describe factors that contribute to job satisfaction and success
- 14.7 Discuss educational requirements for successful employment in law, public safety and security

15.0 PREPARE FOR EMPLOYMENT IN LAW PUBLIC SAFETY AND SECURITY

- 15.1 Develop a résumé
- 15.2 Identify job applicant requirements in law, public safety and security
- 15.3 Write a letter asking for a letter of recommendation
- 15.4 Research an organization as a potential employer
- 15.5 Apply researched company/agency information for the purpose of preparing for the interview process
- 15.6 Demonstrate interviewing skills, including pre-interview preparation and post-interview follow-up

16.0 PARTICIPATE IN WORK-BASED LEARNING EXPERIENCES IN LAW, PUBLIC SAFETY AND SECURITY

- 16.1 Identify factors contributing to job success
- 16.2 Use technology appropriate for the job
- 16.3 Demonstrate positive work ethics and behaviors
- 16.4 Examine effective interpersonal behaviors and relationships
- 16.5 Demonstrate safety practices in law enforcement
- 16.6 Adapt to changes in the workplace
- 16.7 Participate in a variety of work-based experiences, paid or non-paid
- 16.8 Project a professional image
- 16.9 Identify client needs and competing interests

17.0 DEMONSTRATE ORAL COMMUNICATIONS SKILLS FOR LAW, PUBLIC SAFETY AND SECURITY

- 17.1 Conduct formal/informal research to collect appropriate topical information
- 17.2 Use questioning techniques to obtain needed information
- 17.3 Interpret oral and nonverbal communications of audience and public
- 17.4 Demonstrate active listening during practical assessment
- 17.5 Demonstrate appropriate technologies for a formal presentation
- 17.6 Prepare presentations
- 17.7 Deliver presentation incorporating both appropriate verbal and nonverbal communication techniques
- 17.8 Communicate using equitable and culturally sensitive language for a diverse population or audience
- 17.9 Demonstrate effective telephone technique
- 17.10 Analyze interaction with citizens and fellow employees

18.0 DEMONSTRATE WRITTEN COMMUNICATIONS SKILLS FOR LAW, PUBLIC SAFETY AND SECURITY

- 18.1 Conduct formal/informal research to complete incident forms
- 18.2 Summarize information and transfer to an incident report
- 18.3 Write business communication using appropriate format for the situation
- 18.4 Using appropriate technology, prepare draft document using established rules for grammar, spelling and sentence construction

19.0 EVALUATE THE ROLE OF LAW, PUBLIC SAFETY AND SECURITY IN THE ECONOMY

- 19.1 Identify small business opportunities found in law, public safety and security
- 19.2 Assess the role of small business enterprises within the field of law, public safety and security
- 19.3 Compare/contrast the advantages/disadvantages of public and private careers within law, public safety and security
- 19.4 List the factors, including personal traits, which contribute to the success of a small business within the law, public safety and security industry.
- 19.5 Develop a business plan that can be applied to a small business found in law, public safety and security
- 19.6 Appraise the meaning of customer service and customer satisfaction in law, public safety and security
- 19.7 Analyze the needs for a business to develop a strong relationship with the law, public safety and security sector

20.0 DEMONSTRATE THE FINANCIAL PRACTICES NECESSARY FOR THE LAW, PUBLIC SAFETY AND SECURITY WORKPLACE

- 20.1 Describe the impact of “The Headline Test” on the success of law, public safety and security operations
- 20.2 Develop a budget based on an agency or enterprise directive
- 20.3 Develop a budget allocation or income statement for an agency or enterprise
- 20.4 Develop a budget reconciliation or balance sheet for an agency or enterprise
- 20.5 Monitor and adjust operation based on funding or performance
- 20.6 Interpret financial information for decision making and planning
- 20.7 Analyze available funding sources, including state and federal legislative funds, grants, special needs funding
- 20.8 Analyze insurance and benefit needs, costs
- 20.9 Manage public relations
- 20.10 Analyze the methods of monitoring a business for illegal functions
- 20.11 Hypothesize how insurance practices might protect or deceive the public

21.0 EVALUATE LEADERSHIP STYLES APPROPRIATE FOR THE LAW, PUBLIC SAFETY AND SECURITY WORKPLACE

- 21.1 Determine personal characteristics of effective leaders
- 21.2 Compare/contrast leadership and management styles
- 21.3 Describe how cultural/ethnic differences affect leadership styles within a group
- 21.4 Describe how cultural/ethnic differences affect interpersonal interactions/ communications within a group
- 21.5 Examine the supervisor and subordinate relationship

22.0 PARTICIPATE IN LEADERSHIP ACTIVITIES SUCH AS THOSE SUPPORTED BY CAREER AND TECHNICAL STUDENT ORGANIZATION SkillsUSA

- 22.1 Determine the roles and responsibilities that leaders and members bring to an organization
- 22.2 Evaluate characteristics of effective teams
- 22.3 Evaluate characteristics of an effective team player
- 22.4 Practice techniques to involve each member of the team
- 22.5 Demonstrate team work
- 22.6 Practice effective meeting management
- 22.7 Demonstrate business etiquette
- 22.8 Practice decision-making processes

23.0 ANALYZE THE EVOLUTION OF LAW ENFORCEMENT

- 23.1 Investigate the historical beginnings of law enforcement
- 23.2 Discuss the current role of law enforcement officers and compare it to their role in the early decades of the 20th century
- 23.3 Formulate a personal philosophy of law, public safety, and security

24.0 ANALYZE LEGAL ASPECTS OF LAW ENFORCEMENT

- 24.1 Describe the application of constitutional law for arrest, search, and seizure
- 24.2 Compare and contrast ARS and Federal Statutes
- 24.3 Investigate functions and rules for criminal and civil court procedures
- 24.4 Examine Arizona Revised Code
- 24.5 Evaluate career opportunities in the legal/court system

25.0 COMPARE AND CONTRAST SAFETY PRECAUTIONS AND PROCEDURES IN LAW, PUBLIC SAFETY AND SECURITY

- 25.1 Discuss personal and environmental safety precautions
- 25.2 Analyze community safety, warning and reaction systems
- 25.3 Analyze the Homeland Security initiative

26.0 DEMONSTRATE FIRST-AID PROCEDURES

- 26.1 Identify situations requiring first-aid and emergency care
- 26.2 Identify proper role and position of law enforcement officers in medical and emergency situations
- 26.3 Practice common medical emergency and first-aid procedures

27.0 ANALYZE INVESTIGATIVE PROCEDURES

- 27.1 Compare and contrast appropriate sources of information and contacts
- 27.2 Investigate crime scenes
- 27.3 Investigate traffic accidents
- 27.4 Examine unlawful circumstances in an analytical manner
- 27.5 Explain procedures to collect and process DNA and micro level evidence

28.0 EXAMINE POLICE PROFICIENCY SKILLS

- 28.1 Describe the control of traffic, crowds, and demonstrations
- 28.2 Explain arrest, search and defensive tactics
- 28.3 Explain safety procedures for handling firearms
- 28.4 Analyze use of chemical agents
- 28.5 Explore the role of community-based policing

29.0 CRITIQUE SPECIALIZED FEDERAL SERVICES

- 29.1 Describe specialty units
- 29.2 Explain Airport Security functions
- 29.3 Analyze the Sky Marshall role
- 29.4 Analyze Border Patrol functions
- 29.5 Relate Alcohol, Tobacco and Firearms activities
- 29.6 Analyze the function of the U.S. Bureau of Citizenship and Immigration Services
- 29.7 Analyze the activities of NPS, USFS and BLM law enforcement officers
- 29.8 Compare the roles and relationships of federal agencies and agents such as FBI, CIA and BIA

30.0 CRITIQUE SPECIALIZED LOCAL AND MIXED GOVERNMENTAL SERVICES

- 30.1 Examine special weapons and tactics (SWAT) activities
- 30.2 Analyze bomb evaluation and disposal
- 30.3 Explain the law enforcement activities of state and federal Game and Fish Officers
- 30.4 Appraise the functions of Corrections Tactical Support Units
- 30.5 Examine the components and skills of a chase team
- 30.6 Analyze the uses of the K-9 Unit
- 30.7 Explain the activities of the Corrections Special Security Unit
- 30.8 Analyze the role of the Corrections Transportation Units
- 30.9 Analyze computer forensic processes and their uses in law enforcement
- 30.10 Examine the function and skills of the dispatcher
- 30.11 Examine the roles and relationships of various law enforcement units during interagency deployments

31.0 APPRAISE CORRECTIONS SYSTEMS

- 31.1 Describe the role of corrections within the criminal justice system
- 31.2 Describe the role of the corrections officer
- 31.3 Identify the operating and support systems of a correctional facility
- 31.4 Examine state and federal correctional systems
- 31.5 Examine career ladders within the corrections system
- 31.6 Analyze the behavior patterns of personnel and inmates

32.0 EVALUATE PRIVATE SECURITY

- 32.1 Identify components of private security
- 32.2 Examine the private security industry
- 32.3 Analyze private security solutions

33.0 DEMONSTRATE ACADEMIC MATHEMATICS AND SCIENCE SKILLS APPROPRIATE FOR THE LAW, PUBLIC SAFETY AND SECURITY WORKPLACE

- 33.1 Use data collection and analysis, statistics, and probability to solve workplace related problems
- 33.2 Use both inductive and deductive reasoning as they make conjectures and test the validity of arguments
- 33.3 Understand and use the processes of scientific investigation and scientific ways of knowing
- 33.4 Understand the nature of scientific ways of thinking and that scientific investigation grows from the contributions of many people
- 33.5 Understand the interrelationships of matter and energy in living organisms and the interactions of living organisms related to the crime scene

34.0 DEMONSTRATE THE USE OF COMPUTER TECHNOLOGY AND RELATED EQUIPMENT IN LAW, PUBLIC SAFETY AND SECURITY

- 34.1 Use the appropriate computer technology devices to complete a task.
- 34.2 Select the appropriate presentation equipment to present to a variety of audiences
- 34.3 Use online information resources to meet needs for gathering information and communications.
- 34.4 Research and identify the computer and technology applications used in the law, public safety and security workplace