



# Ohio Probation Officer TRAINING PROGRAM

## COURSE ANNOUNCEMENT

*Presented by the Supreme Court of Ohio, and developed in partnership with the Ohio Chief Probation Officers Association and the Ohio Department of Rehabilitation and Correction*

## Professional Communication: Oral and Written Communication Skills

This is one of **18 mandatory courses** for adult Probation Officers hired after January 1, 2014. For more information about the standards for newly hired probation officers, go to <http://www.supremecourt.ohio.gov/Boards/judCollege/probationTraining>.

**Course Description.** Communication is probably the skill probation officers use the most but for which they receive the least training. In this face-to-face course, faculty will assist officers in developing oral and written communication skills to gather and relay information effectively to judges, supervisors, colleagues, and offenders.

### **August 5, 2014 — Hilton Garden Inn, Dayton/Beavercreek**

3520 Pentagon Blvd.  
Dayton, OH 45431  
937-458-2560

\$107/night + tax

Reference Code: Supreme Court  
of OH

### **August 19, 2014 — Hilton Akron, Fairlawn**

3180 W. Market Street  
Akron, OH 44333  
330-867-5000

\$139/night + tax

Reference Code: Supreme Court  
of OH

### **November 13, 2014 — Hilton Garden Inn, Perrysburg**

6165 Levis Commons Blvd.  
Perrysburg, OH 43551  
419-873-0700

\$129/night + tax

### **November 19, 2014 — Quest Conference Center, Columbus**

8405 Pulsar Place  
Columbus, OH 43240  
614-540-5540

### WHO SHOULD ATTEND

This course is open to juvenile and adult probation officers. Preference is given to adult probation officers hired after Jan. 1, 2014.

### AGENDA

9:00 a.m. - 4:00 p.m.  
*Registration: 8:30 - 9:00 a.m.*

### TUITION FREE

Materials, lunch, and refreshment breaks are provided.

### REGISTRATION

Register online at [Judicial eCademy](http://Judicial eCademy). Need help logging in? Visit: <http://supremecourt.ohio.gov/Boards/judCollege/eCademy/default.asp>.

### CANCELLATION

If you cannot attend, please notify our office at least ***three days prior*** to your course.

### SPECIAL NEEDS

Please supply special needs, such as vegetarian meals, when you register.

**QUESTIONS?** Contact Judicial College staff at 614.387.9445 or [ProbationOfficerTraining@sc.ohio.gov](mailto:ProbationOfficerTraining@sc.ohio.gov)

#### Administration and Registration Information

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