



Training Information



Lawrence Police Department
5150 N Post Road Lawrence, IN 46226
March 27-28, 2023 8:00am—4:00pm

RECRUITING AND APPLICANT BACKGROUND INVESTIGATIONS LETB PROVIDER # 47-1487003

**Register at: [Recruiting and Applicant Background Investigations](#)
or at: www.on-targetsolutionsgroup.com**

Who should attend: Anyone who may perform background investigations or the decision maker who decides employment opportunities. This may include Human Resources, department heads, background investigators, or supervisors.

Participants will leave with the skills and knowledge of the importance of not only recruiting but also retention of quality personnel. It is just as important to keep the best people as it is to hire quality personnel. An organizational assessment should be the first step in the process and the need to break the cycle of mediocrity.

Background investigators will leave with the knowledge of their role in the selection process, the legal aspects of the background investigation, background interview sources of information and preparing the investigation report. Background investigations affect the future of an organization in many ways, thus selection practices are vital to ensuring that future law enforcement employees and supervisors are suited for the variety of duties expected from the populations they serve. This course will provide techniques, procedures and sample forms for the background investigator.

Topics Include:

- The importance of a recruiting plan
- Assessment of your organization
- What type of employees do you want
- Marketing and selling your organization
- Best practices for background investigations
- Professional standards model for backgrounds
- Why background investigations are necessary
- Sources of information/investigative techniques
- On-line data bases/social networking sites
- Web sites and additional sources of information
- Candidate interview techniques
- Reference interview techniques

On-Target Solutions Group, Inc.
P.O. Box 491 Yorkville, IL 60560
815-545-1609

"I liked how a lot of real life scenarios were used to drive home points. I thought this course would be really slow and dry. I learned new tactics to complete background investigations that I would not have ever thought about."

Ofc. Cory Munsell, Noblesville PD

"This seminar sparked ideas that I can take back to my institution."

Det. Anthony Pearson, South Bend PD

"I was voluntold to come to this training and I had vacation scheduled this week. Having completed this training now, I am definitely glad I came and learned some valuable information. I feel more prepared to conduct a proper and more complete background investigation in the future."

Det. David Barnes, Noblesville PD

Fee \$295.00

(\$275.00 if 3 or more from same agency)