 <p>Interstate Commission for Juveniles</p>	<p>Policy Number 09-2009</p>	<p>Page Number: 1</p>
<p>ICJ Administrative Policy Training Requirements</p>	<p>Dated: December 2009</p>	

I. Objective

- A. The objective of this policy is to establish the duties and responsibilities for the development, promulgation and coordination of all Interstate Commission for Juveniles (ICJ) training programs and to build skilled, well-trained and professional Compact operations and personnel.

II. Applicability


- A. This policy applies to signatory states to the Interstate Compact for Juveniles and Commissioners, Compact Administrators and/or Designees appointed to represent those states to the National Commission.
- B. It is the policy of ICJ to maintain training programs for the development of new skills, improving and updating old skills and create awareness for new techniques and technologies.

III. Requirements

- A. Training programs will be developed and coordinated in conjunction with ICJ needs.
- B. The ICJ National Office will develop and maintain a centralized record of all trainings presented by ICJ to both in-house and outside sources.
- C. Commissioners, Compact Administrators and/or Designees are responsible for ensuring their employees are informed of this policy and have the knowledge, skills and competencies to administer the Compact.

IV. Programs

- A. Training programs currently offered by ICJ include: (This list may not be all inclusive and ad hoc training programs may be offered)
- i. State Council Training
 - ii. ICJ Rules Training
 - iii. Field Staff Training
 - iv. Judicial Training
 - v. New Commissioner Training

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vi. Legal Training

V. Reports

- A. Upon completion of each training session, Commissioners, Compact Administrators and/or Designees will complete a Training Report Form and return it to the ICJ National Office.
- B. The ICJ National Office will compile the Training Report Forms and submit quarterly updates to the Training, Education and Public Relations Committee.