



# Civilian Leadership

## Level One - Leadership 101

2025  
May 19 - 23

Hosted by the Jefferson County Sheriff's Office  
Golden, Colorado

**REGISTER NOW**  
[cailaw.org/ilea](http://cailaw.org/ilea)

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### EVENT HIGHLIGHTS

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This one-week seminar focuses on the foundational issues of ethical leadership enhancing the ability of all employees to more effectively collaborate and communicate as a team to achieve maximum performance. Using a combination of dialogue, practical exercises, case study and research, participants will be exposed to a variety of adult learning models to become stronger, more confident leaders.



[CAILAW.ORG/ILEA](http://CAILAW.ORG/ILEA)  
1.972.244.3400

## COURSE OVERVIEW

This one-week seminar focuses on the foundational issues of ethical leadership enhancing the ability of all employees to more effectively collaborate and communicate as a team to achieve maximum performance. Using a combination of dialogue, practical exercises, case study and research, participants will be exposed to a variety of adult learning models to become stronger, more confident leaders.

### TOPICS

- Conflict Management and Collaborative Negotiation
- Leadership Styles and Enhancing Communication
- Team Leadership Communications
- Ethics and Ethical Decision Making
- Diversity: Cross Cultural Communications and Cultural Diversity
- Introduction to the Leadership Challenge

### WHO SHOULD ATTEND

All level employees: new supervisors; veteran supervisors interested in “sharpening their saw”; or “up and coming” future leaders; sworn and non-sworn employees.

### TUITION | LOCATION | TIMES

#### TUITION

\$ 700 ILEA Member | \$ 800 ILEA Non-member (Includes all instruction and materials)

#### LOCATION | TIMES

Jefferson County Sheriff's Office  
200 Jefferson County Pkwy.  
Golden, CO 80401

DAILY 8:30 AM TO 4:30 PM

#### HOTEL INFORMATION

Holiday Inn Express & Suites Golden – Denver Area  
17140 W. Colfax Ave  
Golden, CO 80401

Hampton Inn Denver-West/Golden  
17150 W. Colfax Ave.  
Golden, CO 80401

*The Institute for Law Enforcement Administration's mission is to improve the quality of justice by developing law enforcement leaders and practitioners through premier professional education and technical support.*



## REGISTRATION FORM

### Civilian Leadership: Level One | Leadership 101 May 19 - 23, 2025 • Golden, Colorado

Registration includes all instruction and handouts. Lodging and meals are excluded.

#### Check applicable box:

ILEA Member \$700

Non-Member \$800

#### REGISTRATION ROSTER

Your name & contact information will be included on the Registration Roster, unless you indicate otherwise below.

Include only my name & employer/company's name on the roster.  
Do not include my name & contact information on the roster.

Name/Rank \_\_\_\_\_

Agency/Firm \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_ Postal Code \_\_\_\_\_

Country \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_

#### RACE / ETHNICITY

To assist CAIL in its commitment to inclusivity, diversity and non-discrimination, we invite you to provide the following (optional) information:

Hispanic/Latino	White	Black/African American
Native Hawaiian/Other Pac Island	American Indian/AlaskaNative	
Asian	Two or More Races	Decline to Specify

#### PAYMENT INFORMATION

Check enclosed payable to: The Center for American and International Law

Purchase Order attached# \_\_\_\_\_

Invoice my agency: Attention: \_\_\_\_\_

Credit Card: All credit card payments should be made online through the event page or through [www.cailaw.org/payment](http://www.cailaw.org/payment).

## GENERAL INFORMATION

**CANCELLATION POLICY:** Tuition, less a \$50 handling charge for each registration, will be refunded upon WRITTEN CANCELLATION received not later than five (5) working days prior to the program. Email [lgaspar@cailaw.org](mailto:lgaspar@cailaw.org). After this date, no refunds, but substitution of attendees for this program will be permitted. Registrants not entitled to a refund will receive the course materials online.

**NONDISCRIMINATION POLICY:** The Center for American and International Law does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, veteran status, sexual orientation, gender identity, or any other protected status in educational activities, scholarship programs or admissions.

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**ELIGIBILITY POLICY:** The Institute for Law Enforcement Administration provides professional education and technical support to the law enforcement community. A registrant in an ILEA program must be a sworn officer; a civilian employee of a law enforcement department; or an employee of a municipal, county or state agency. Anyone interested in attending an ILEA program who does not meet the above standard requirements will need to request advance approval. Such requests will be considered on a case-by-case basis.

**PHOTO/AUDIO/VIDEO RELEASE:** Registration for or attendance at this event acknowledges consent to be recorded or photographed. We reserve the right to use any photograph/video taken at our events, without the expressed written permission of those included within the photograph/video. We may use the photograph/video in publications or other media material produced, used or contracted including but not limited to: brochures, invitations, books, newspapers, magazines, television, websites, annual reports, newsletters, etc. To ensure the privacy of individuals, images will not be identified using full names or personal identifying information without written approval from the photographed subject.

## WAYS TO REGISTER

#### ONLINE

credit card only  
[www.cailaw.org](http://www.cailaw.org)

#### MAIL

check only  
The Center for American  
and International Law  
5201 Democracy Dr.  
Plano, Texas 75024

#### EMAIL

Lisa Gaspar: [lgaspar@cailaw.org](mailto:lgaspar@cailaw.org)  
ILEA: [ilea@cailaw.org](mailto:ilea@cailaw.org)

#### PHONE

credit card only  
1.972.244.3404  
ILEA: 1.972.244.3430  
8:30am-5:00pm Central



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**LAW ENFORCEMENT  
ADMINISTRATION**

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5201 Democracy Drive  
Plano, TX USA 75024

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point of view  
**Leader** ['li:də]  
in command  
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