

## SENIOR VOLUNTEER PROGRAM BASIC TRAINING SYLLABUS

### 1. DEPARTMENTAL OVERVIEW.

- a. Mission.
- b. Purpose.
- c. Philosophy.
- d. Organizational Structure.
  - (1) Headquarters.
  - (2) Divisions.
  - (3) Areas/Sections.
- e. Personnel.
  - (1) Uniformed.
  - (2) Nonuniformed.

### 2. COMMAND OVERVIEW.

- a. Mission.
- b. Purpose.
- c. Objectives.
- d. Philosophy.
- e. Organizational Structure.
- f. Personnel.
  - (1) Uniformed.
  - (2) Nonuniformed.
- g. Office Orientation.

### 3. SENIOR VOLUNTEER PROGRAM.

- a. Mission.
  - b. Purpose.
  - c. Objectives.
  - d. Philosophy.
  - e. Program Structure.
  - f. Non-profit Corporation Requirements.
  - g. Volunteer Duties/Responsibilities/Restrictions (HPM 70.55).
    - (1) Volunteer Opportunities/Specialties.
    - (2) Specific Training Requirements.
4. CLETS TRAINING.
- a. Basic Only.
5. FIRST AID.
- a. Basic First Aid.
  - b. Cardiopulmonary Resuscitation (CPR).
6. DEFENSIVE DRIVING.
7. BASIC COMPUTER ORIENTATION.