



## Crime Pattern Analysis Certification Series

### **INSTRUCTOR REQUIREMENTS AND COMPENSATION PLAN\***

#### **MINIMUM REQUIREMENTS:**

- At least five (5) years of experience as a crime analyst supervisor
  - Or seven (7) years of experience as a crime analyst
    - At least two (2) of those years must be in a GIS-user capacity
- Valid certification in crime analysis, law enforcement analysis, or related field (e.g., FDLE Analyst Academy)
- Professional or academic teaching experience in crime analysis
- Experience creating crime bulletins
- Knowledge of the Microsoft Office Suite

#### **DESIRED QUALIFICATIONS:**

- Experience using Microsoft Excel to perform advanced functions
- Experience in multiple GIS platforms (e.g., ArcMap, ArcGIS Pro, QGIS)
- Experience using free or public domain GIS tools (e.g., Excel 3D Maps, Google Earth, BatchGeo, etc.)
- Experience preparing presentations for court and/or testifying in criminal proceedings

#### **COMPENSATION:\*\***

- Daily modified per diem
- FCIAA-comped hotel stay (*the hotel/rate must be selected or approved by FCIAA*)
- Reimbursement for mileage (*if traveling out of instructor's base region*) – FCIAA uses the GSA rate of 22 cents per mile\*\*\*
- Reimbursement for vehicle rental, Lyft, or Uber (*if traveling out of instructor's base region*) – FCIAA uses the FL DMS state contract rate of \$25 per day, plus fees, unless special circumstances occur\*\*\*
  - FCIAA will reimburse up to \$500 to the traveler or their agency for vehicle rentals; however, if the total rental cost exceeds \$500, FCIAA will instead reimburse 75% of the total cost
- Reimbursement for airfare (both ways) at GSA Government Capacity-Controlled Fare (*if traveling to the training site from outside the tristate region of FL/GA/AL*) – FCIAA uses the City Pairs Program to determine this rate:  
<https://cpsearch.fas.gsa.gov/cpsearch/search.do>
- Certificate of Recognition for Instructorship will be issued to you

\*Instructors may be selected (based on experience, training, and certification) to be in pools for multiple certification course levels. This will not increase or stack your compensation level; however, you will be compensated for each course you instruct.

\*\*Compensation is dependent upon your agency/organization policy. If your place of employment provides per diem, an agency vehicle or gas reimbursement, and/or airfare, please notify the FCIAA prior to your scheduled class so we can exempt you from FCIAA compensation.

\*\*\*Mileage will only be reimbursed roundtrip from/to home or agency base to hotel or training location. If you claim mileage for a personal vehicle (does not include rental vehicles), you cannot claim vehicle rental, Lyft, or Uber reimbursement and vice versa.



**Florida Crime & Intelligence Analyst Association  
Certification Committee**

**STATEMENT OF BENEFITS**

**Benefits Level: Tier 1**

**Association-Level Benefits**

- \$50 discount on Annual Training Event
- Two free Quarterly Trainings (when offered) – *this does not include Certification courses*

**Committee-Level Benefits**

*These benefits are specific to the Certification Committee and apply to members when traveling for Certification-related business, including courses, site visits, and committee meetings.*

- Daily modified per diem\*
- FCIAA-comped hotel stay (the hotel/rate must be selected/approved by the FCIAA)
- Reimbursement for mileage (if traveling out of member's base region) – FCIAA uses the GSA rate of 22 cents per mile\*^
- If a rental vehicle is necessary, FCIAA will reimburse up to \$500 to the traveler or their agency
  - If the cost of the rental exceeds \$500, FCIAA will reimburse 75% of the total rental cost

\*Compensation is dependent upon your agency/organization policy. If your place of employment provides per diem, an agency vehicle or gas reimbursement, and/or airfare, please notify the FCIAA prior to your scheduled class so we can exempt you from FCIAA compensation.

^Mileage will only be reimbursed roundtrip from/to home or agency base to hotel or training location.