



ATIXA Civil Rights Investigator Level Four: Advanced Interviewing Skills and Strategies Training & Certification Course Sample Agenda

Description:

Civil Rights Investigator Four is ATIXA's most advanced investigator training course. It draws on the best available evidence, research, and field-tested practices for effective investigations. Participants will engage the most critical elements of a civil rights investigation, including strategy development, conducting interviews, and developing credibility assessments.

At the center of this course is the cognitive interview, a rapport-based, trauma-infused approach to dialogue with parties and witnesses designed to yield best available evidence. The course will train participants to plan and conduct cognitive interviews, revealing more accurate and reliable evidence and information. Participants will benefit from direct interaction and observation with the instructors, as well as mock interviews with co-participants and strategic implementation simulations.

Learning Outcomes:

Participants will be able to...

- Develop an investigation strategy and investigation plan including identifying potential witnesses and determining the order and timing of interviews
- Identify and accumulate critical relevant evidence
- Plan and conduct a rapport-based, trauma-infused cognitive interview
- Recognize and overcome obstacles to complete, accurate memory recall
- Identify necessary credibility evidence and design interview questions to probe and assess credibility
- Modify investigation approaches for investigations involving individuals of various ages

Day One
11:00 AM – 6:00 PM

Title IX & Regulations Overview

- The Law
- The IX Commandments
- 10 Steps of an Investigation

Civil Rights Investigations

- What is Due Process?
- Due Process in Procedure
- Due Process in Decision

Evolution of Investigation Techniques

- Civil Rights Investigation Hallmarks
- Terminology
- Title IX Regulatory Framework
- Promptness

Empathetic & Equitable Investigations

- The Process and 10 Steps
- Who Should Investigate?

The Investigation Strategy

- Strategy Meeting with Coordinator
- Disability Considerations
- Strategy Exercise
- Interviewing Considerations

Cognitive Interviewing

- Standard Interview
- Cognitive Interviewing Techniques
- Questioning
- Sequence
- Follow-up

Day Two
11:00 AM – 6:00 PM

Rapport

- Building Rapport
- Ethical Considerations
- Practical Considerations
- Difficult Witnesses

Memory

- Memory and Trauma
- Recall
- Questioning
- Interviewing Exercise

Trauma Basics

Credibility

- Challenges Assessing Credibility
- Common Credibility Assessment Errors
- Research Findings
- Factors to Consider for Credibility
- Triangulating Credibility
- Credibility Assessments
- Credibility Exercise

Sex- and Gender-Inclusive Investigations

- Terminology
- Reluctance to Report
- Considerations for Interviewing
- Bias

Interviewing Children

- Forensic Interview Model
- General Recommendations

Note: Each training day will include one morning and one afternoon break (approximately 15 minutes each) and a one-hour lunch break. Training start and end times for in-person events are determined by the host site. All virtual training sessions take place from 11 AM – 6 PM ET unless otherwise specified.