

SILVER BADGE Command Master Chief (CMC) and Command Senior Chief (CSC)

The Command Senior Enlisted Leader (CSEL) Program, COMDTINST 1306.1C was published on 12 May 2011. COMDTINST 1306.1B has been cancelled.

Current CMC's and CSC's that are tour complete and desire a follow-on Silver Badge tour MUST submit an updated application package in accordance with the below instructions, COMDTINST 1306.1C and the CG Personnel Manual, COMDTINST M100.6A, Art. 4.E.2.a.

Overview

The CSEL is the direct representative to his/her Commanding Officer on all matters pertaining to efficient and effective management of day to day activities in his/her area of responsibility (AOR). CSELs assist and advise in enhancing policy, strategy, and outreach to the workforce, serve as a liaison to the CMC and Chief Petty Officer (CPO) network and manage communications between their Commanding Officer and senior enlisted leaders throughout their AOR. The CSEL will provide accurate and timely dissemination of information to the workforce, make routine and frequent visits throughout their AOR and provide field level perspective back to their Commanding Officer. The CSEL will work closely with the office of the MCPOCG on policy development and implementation regarding the workforce. Further discussion and definitions is located within the Command Senior Enlisted Leader (CSEL) Program, COMDTINST 1306.1C.

To be eligible, the individual must meet the following qualifications and criteria:

- Be within two years of completing their present tour.
- ❖ IAW COMDT COGARD WASHINGTON DC 181836Z OCT 10/ALCOAST 510/10:
 - *Officers In Charge "...shall not be reassigned more than six months before their tour completion without specific approval of the Assistant Commandant for Human Resources COMDT (CG-1)."*
 - *"...Executive Petty Officers will not ordinarily be reassigned more than six months before their tour completion date except to meet critical service needs, including but not limited to, command opportunities, fleet up opportunities, and promotions."*
 - *"Gold Badge designated Command Master Chiefs will not ordinarily be reassigned more than six months before their tour completion date except to meet Service needs or by exception approved by the Master Chief Petty Officer of the Coast Guard."*
- Be in pay grade E-8 or E-9 (or above an established cut) by the application deadline.
- Be a graduate of the CPO Academy or a DoD Senior NCO course prior to the date of application; *the Senior Enlisted Leadership Course (formerly named the Capstone Course) is not a substitute.*

- Have demonstrated strong leadership abilities and broad management and administrative skills.
- Possess effective oral and written communication skills.
- Present a sharp military appearance, exceptional military bearing, and be in compliance with weight standards.
- Have not been relieved for cause from assigned duties for four years prior to the application deadline.
- Have demonstrated active involvement in command quality of life initiatives and programs.
- **Members who will reach 28 years of active duty service on or before 1 January of the year in which they would be assigned are NOT eligible to apply.** For example; a Master Chief or Senior Chief who has 28 years of active duty service on or before 1 Jan 2011 is not eligible to apply for assignment to positions opening during calendar year 2011.
- You must also meet the Special Assignments eligibility criteria outlined within PERSMAN, Art. 4.E.2.a.

Expected vacancies can be viewed via the shopping list that has been posted within the Special Assignments web page.

Timeline:

- 31 Aug 2011: Full applications and E-Resumes due.
- 19 Sep 2011: Panel convenes.
- OOA 3 Oct 2011: Results of the Panel published via ALCGENL message.
- OOA mid Oct 2011: All orders issued.

AY12 Applicant Packages

Packages must be sent electronically via email attachment to CG PSC(epm-1) at: ARL-PF-CGPSC-EPM-1-Panels@USCG.MIL. The Subject line must read "AY12 Silver Badge CMC/CSC". Do not include any other documents beyond what is required. Applicants will receive an email acknowledging receipt. Your package must contain the following items in the order they appear:

- Member's memo as prescribed within COMDTINST 1306.1C, Para. 8.c.(1).
- CO endorsement as prescribed within COMDTINST 1306.1C, Para. 8.c.(2).
- Discussion paper addressing an issue facing our workforce to include background information and proposed recommendations. Issue must be actionable.

The topic of discussion for AY12 is: "If you could change the Enlisted Evaluation System, what changes would you institute? Which performance dimensions would

you remove, which would you add and why?"

- Biographical information in resume format. An example of the Professional Resume format is available via a link at the top of the Special Assignments web page. Be sure to include the date(s) and location(s) of attendance at a Senior Enlisted Leadership Academy (e.g. CPOA, Sgt Majors Academy, and USAF NCO Academy).
- Most recent signed Employee Review member counseling report. This should not be confused with your Employee Review Summary Sheet.
- Authorization for Credit Check (DHS form 11000-9) (10-3). **After completing the form, hand-write your residence address, Drivers License number, and state of issuance on the bottom of this form.**
- Photos as prescribed within COMDTINST 1306.1C, Para. 8.c.(4).

AY12 Silver Badge Shopping List and E-Resumes:

The official shopping list has been posted and is located within a link on the Special Assignments web page below the title "Command Master Chief/Senior Chief – Silver Badge."

Active duty MCPOs: List all available MCPO positions on your E-Resume.

Active duty SCPOs: List all available SCPO positions first then at least three MCPO positions on your E-Resume.

Command Endorsement to the E-Resume should read: "Highly recommended for CMC/CSC duty. Member meets the minimum requirements outlined within the CG PERSMAN, Art. 4.E.2.a and COMDTINST 1306.1C. Package under separate cover." If applicable "member pre-screened and meets all minimum requirements for overseas assignment."

Selection and Assignments:

CG-PSC-epm will make assignments from the list of best qualified candidates. Silver Badges will be assigned in close coordination with the MCPOCG.

Pay and Allowances:

See the latest ALCOAST announcing Special Duty Assignment Pay (SDAP) amounts.

Training:

Newly selected Silver Badges shall participate in an indoctrination training program as directed by the program managers. See COMDTINST 1306.1C, Para. 8.g. for information regarding the assignment of competency codes.