U.S. Department of Homeland Security

United States Coast Guard

U.S. Coast Guard Air Station
San Francisco

SFO Int'l Airport, Bldg 1020
San Francisco, CA 94128-3099
Phone: (650) 808-2931
Fax: (650) 808-2916
Email:

5420
14 Feb 08

MEMORANDUM

From: CG AIRSTA San Francisco

To: COMDT (CG-12B)
Thru: CG AIRSTA San Francisco

Subj: COMMANDANT'S DIVERSITY ADVISORY COUNCIL APPPLICATION

1. I strongly desire selection to the Commandant's Diversity Advisory Council. In our ever changing Coast Guard, we are becoming more and more diverse. As we take on new jobs, we are faced with new challenges. In this service of around 45,000 diverse individuals it is extremely important that we are acceptable and respectful of diversity management issues.

2. A brief look at my work experience indicates not only my high quality of pride for the Coast Guard but attests to my strong work ethic, critical thinking skills, leadership and diversity. After my successful completion of Aviation Electronics Technology "A" school, I was stationed at Air Station Borinquen, Puerto Rico. During my tenure at Borinquen, one of my concerns for the Air Station led me to serve as Vice Council Member of Human Relations and as such have facilitated presentations for both Hispanic Heritage and American Indian month. Some of my other accomplishments at Air Station Borinquen were becoming a qualified Air Crew, Collateral Quality Assurance (QA) Inspector, and a member of the Safety Board. During my off time, I completed my private pilot license with instrument rating, obtained my Federal Communication Commission (FCC) License with radar endorsement, and I also began taking classes from Embry Riddle where I currently hold a cumulative average of 4.0. Upon my departure from Borinquen, I received a Letter of Commendation for my hard work.

3. As a junior member of the enlisted workforce, I frequently see that members don't understand what diversity is or how to deal with issues that stem from diversity. I would like to be the venue that connects the hangar deck to senior leadership. Note: There are no junior members (below E-6) on the board. As an entrenched leader of the local human relation council, I want to better understand how to make policy changes within the Coast Guard that will bring about greater understanding of human awareness.

4. Diversity is the pulse of the Coast Guard. During my time with the DAC, it will be my goal to disseminate information on diversity, and contribute suggestions from unit level that can help our Coast Guard. Here at Air Station San Francisco, we have a strong Human Relations council. If given the opportunity, I would create a Bay Area Human Relations Council to further my knowledge of potential diversity issues

5. My desire is to serve as a full member for the Diversity Advisory Council. My availability is for three years starting the spring of 2008. I'm currently assigned to Air Station San Francisco and my anticipated rotation date is July 2011.

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FIRST ENDORSEMENT on memo 5420 of 14 Feb 2008

From: , CAPT
CG AIRSTA San Francisco

To: COMDT (CG-12B)

Subj: COMMANDANT'S DIVERSITY ADVISORY COUNCIL APPLICATION

1. Petty Officer has sustained a high level of performance during his assignment to Air Station San Francisco and he has earned my recommendation for selection to the Commandant's Diversity Advisory Council.

2. As a leader on our hangar deck, Petty Officer has expressed a desire to review, coordinate and provide advice on diversity initiatives beyond the scope of his position on our Human Relations Council. He has gained a reputation for possessing strong character traits of integrity and respect for others from my Chief's Mess and wardroom. Petty Officer consistently exceeds the expectations of his supervisors by enthusiastically accepting new assignments and maintaining a positive and productive attitude.

3. His outstanding technical skills as an aviation electronics technician and leadership ability make him an invaluable member of my Aeronautical Engineering Department. He has rapidly progressed in the aviation community as both a technician, being promoted to E5, and as an air crew member, upgrading to Flight Mechanic (FM). A prospective Officer Candidate School applicant, he is goal-oriented and desires assignment to positions of greater responsibility. He possesses the unique ability to motivate others in the face of hardship, skillfully leading by example during periods of high operational tempo.

4. An exceptional petty officer with outstanding communication and interpersonal skills, Petty Officer continually produced quality written work and demonstrated meticulous care with highly technical aviation maintenance forms and records. His desire for personal growth has been demonstrated through his tenacious pursuit of a college degree. His professional competence and capabilities are clearly demonstrated by his ability to balance the competing demands of an assignment to the Night Maintenance Shift while completing a challenging college curriculum. Despite his dynamic schedule, he has maintained the highest caliber of professional performance and an impressive 4.0 GPA. He has undoubtedly displayed the initiative, integrity, and interpersonal skills necessary to succeed as on the Commandant's Diversity Advisory Council.

5. Petty Officer has sustained exceptional performance as a technician, flight mechanic and leader at my unit. He is a meticulous, ambitious achiever who possesses a relentless drive that will serve him well on the Diversity Council. Although he is deployable, he would be provided every opportunity to fulfill the travel demands of full membership on the Council, and as such, Petty Officer will certainly be a tremendous asset.

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