DEPARTMENT OF HOMELAND SECURITY

U.S. Coast Guard

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

SECTION I General Information

1. Specialty/Subspecialty Title (*Ex. Fixed Wing Aviation)*	2. Code (*Ex. CG-AVI11)*
Training	CG-HRM13

3. Specialty/Subspecialty Description

The Training subspecialty embraces the principles of human performance technology (HPT). HPT is is the application of science for improving human performance through integration of learning psychology, organizational behavior, instructional design, adult education, and related fields from psychology, sociology, engineering. CG-HRM13 officers analyze, design, develop, implement, and evaluate training as well as engage in larger organizational human performance improvement and readiness initiatives. Assignments are diverse in such areas as FORCECOM, TRACENs, and Interagency Liaisons. Officers enter this specialty with strong operational backgrounds and from various undergraduate disciplines. The Training subspecialty is one of the larger officer subspecialties in the Coast Guard with 190 positions. This allows maximum opportunity for subspecialty development as well as broadening assignments.

4. Change Justification

☒ Annual Review ☐ Annual Review w/changes ☐ Required *(change in policy, law, etc.)*

☐ Other *(briefly state reason):*

SECTION II Initial (*Apprentice*) Specialty/Subspecialty Requirements

Enter items needed for specialty designation *(Use block 10 for additional space or another CGHQ-5318 form)*

5. Required items: Master's Degree and one Training System competency. In lieu of education, three Training System competencies.	Competency	Training	Education	License
MA/MS, Performance Technology, Instructional Systems, Instruction	☐	☐	×	☐
Systems Technology, Instructional & Performance Technology, or	☐	☐	☐	☐
Education Technology (Degree Code: MINST)	☐	☐	☐	☐
	☐	☐	☐	☐
PERJC - Instructor	×	☐	☐	☐
PERJD - Master Training Specialist	×	☐	☐	☐
PERJI - Instructional Designer	×	☐	☐	☐
PERJE - Training Manager	×	☐	☐	☐
PRFANLST - Performance Analyst	×	☐	☐	☐
PRFCNSLT - Performance Consultant	×	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

Required experience for designation - Served satisfactorily for a cumulative total of 4 years (48-months) during prior 10 year period in FORCECOM positions designated as: instructor, training manager, performance consultant/analyst, training officer, school/branch chief, advance distributed learning specialist, training center command staff, and federal agency liaison. Time served in Duty Under Instruction (DUINS) Training Allowance Billet (TAB) pursuing degrees listed above may be counted as time in position.

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

Enter items desired for career broadening/specialization. *(Use block 10 for additional space or another CGHQ-5318 form)*

6. Desired items	Competency	Training	Education	License
Certified Performance Technologist	☐	☐	☐	☒
Certified Performance and Learning Professional	☐	☐	☐	☒
Project Management Professional	☐	☐	☐	☒
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

SECTION III Requirements to Maintain Specialty Designation

7. Designation Duration *(Ex. OSC expires 7 years after date last used, usually detachment from OSC coded billet)*

☐ No requirements to maintain designation

☒ Subject to deletion if -

relieved for cause or relieved from primary duties in subject matter billet. OSC will expire 6 years from date of designation unless served satisfactorily in positions described in Block 5 for cumulative total of 6 years in prior 15 year period or 8 years in prior 20 year period.

Must remain current in, or must complete refresher training, or additional items as applicable, in the following	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

SECTION IV Requirements to Advance: Journeyman/Master Levels (AJM)

☒ AJM IS NOT applicable for this specialty *(skip Section IV)*

☐ AJM IS applicable for this specialty *(Section II contains Apprentice requirements that must be met)*

Enter items needed for AJM designation *(Use block 10 for additional space or another CGHQ-5318 form)*

8. Journeyman *(in addition to block 5 items)* All items listed are required unless annotated with an *:	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

9. Master *(in addition to block 8 items)* All items listed are required unless annotated with an * :	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

10. Additional Info:

11. Specialty Manager *(SM)* / Sponsor Program	12. SM Phone Number	13. SM Email Address
CDR Scott Casad, FORCECOM	202-475-5479	scott.s.casad@uscg.mil

SECTION V Appropriate Approval Authority

14. Competent Authority as established by Assistant Commandant/Directorate *(Printed Name/Title/Grade)*

CAPT Gary Bruce, FORCECOM, Chief Training Division

15. Signature	16. Date
BRUCE.GARY.L.1068244052 Digitally signed by BRUCE.GARY.L.1068244052 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=BRUCE.GARY.L.1068244052 Date: 2014.06.09 07:34:26 -04'00'	06/09/2014

SECTION VI OPM-3 Review and Validation
Official once published by OPM-3

17. OPM-3 *(Printed Name/Title/Grade)*

CDR Beth Naff, CG PSC-OPM-3 Branch Chief

18. Signature	19. Date
NAFF.BETH.A.1025993248 Digitally signed by NAFF.BETH.A.1025993248 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=NAFF.BETH.A.1025993248 Date: 2014.08.20 09:30:11 -04'00'	08/20/2014