

AY-13 Solicitation GOLD BADGE Reserve Command Master Chief (RCMC) Guide

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

Overview:

The Command Senior Enlisted Leader (CSEL) is the direct representative to his/her Flag 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 reserve workforce, serve as a liaison to the CMC and Chief Petty Officer (CPO) networks and manage communications between their Flag Officer and senior enlisted leaders throughout their AOR. The CSEL will provide accurate and timely dissemination of information to the reserve workforce, make routine and frequent visits throughout their AOR and provide field level perspective back to their Flag Officer. The CSEL will work closely with the office of the Master Chief Petty Officer-Coast Guard Reserve Forces (MCPO-CGRF) on policy development and implementation regarding the reserve workforce.

References for this application process:

- (a) Command Senior Enlisted Leader (CSEL) Program, COMDTINST 1306.1C
- (b) Military Assignments and Authorized Absences, COMDTINST M1000.8, Art. 1.E.2 and 1.E.12
- (c) Reserve Policy Manual, COMDTINST M1001.28A; Art. 5.B.8

Eligibility Requirements:

To be eligible, the individual must meet the following qualifications and criteria set forth in reference (a) and the Special Assignments criteria outlined in reference (b).

Some of the criteria are listed below:

- Be within two years of completing your present tour.
- Be in pay grade E-9.
- Be a graduate of the CPO Academy or a Department of Defense Senior NCO-course, such as US Army Sergeants Major Academy, Navy Senior Enlisted Academy or US Air Force Senior NCO Academy, 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.

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- Have not been relieved for cause from assigned duties for four years prior to application deadline.
- Have demonstrated active involvement in command quality of life initiatives and programs.
- Members will typically not be selected if they will reach 30 years of active service (SELRES and/or IRR) on or before 1 January of the year in which they would be assigned. Service is determined by a reserve member's pay base date. For example; a Master Chief who has 30 years of service on or before 1 Jan 2013 would not typically be selected for assignment to positions opening in calendar year 2013.
- If a waiver for any of the criteria is required, a waiver request must be included with the application package.

Timeline:

19 Oct 2012: Full applications and E-Resumes due.

27-30 Nov 2012: Panel convenes

NLT 14 Dec 2012: Results of the Panel published via ALCGRSV message.

OOA end of Mar 2013: All orders issued.

AY13 Applicant Packages:

Packages must be sent electronically via email attachment to MKCM John Rector, Reserve CMC Assignments Officer at: John.C.Rector@uscg.mil. The Subject line must read "AY13 Reserve Gold Badge (RCMC)." Do NOT include any other documents beyond what is required. Applicants will receive an email acknowledging receipt. Your package must contain the following documents in the order they appear:

- Member's Memo as prescribed within reference (a), Para. 8.c.(1).
- Member's request for waiver, if applicable.
- CO Endorsement as prescribed within reference (a), Para. 8.c.(2).
- Discussion paper (**2 Pages Max**) addressing an issue facing our workforce to include background information and proposed recommendations. Issue must be actionable. **The topic of discussion for AY13 is: "What basic level of fitness do you think our workforce should maintain regardless of duties and responsibilities? How would you implement that fitness program and how would you ensure accountability?"**
- Biographical information in resume format. An example of the professional resume format can be located at: <http://www.uscg.mil/psc/epm/docs/Professional%20Resume.pdf>. Additional information can also be found under the instruction Command Senior Enlisted Leader (CSEL) Program, COMDTINST 1306.1C link located on the CG PSC (rpm-2) Assignments web page. Be sure to include the date(s) and location(s) of attendance at a Senior Enlisted Leadership

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Academy (e.g. CPO Academy, US Army Sergeants Major Academy, and US Navy Senior Enlisted Academy and US Air Force Senior NCO Academy).

- Current 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 in reference (a), Para. 8.c.(4).

AY13 Reserve Gold Badge Shopping List and E-Resumes:

The official shopping list has been posted and is located within a link on the Reserve Assignments web page titled “AY-13 Gold Badge (RCMC) Shopping List.”

List all available MCPO positions on your E-Resume.

Command Endorsement to the E-Resume should read: “Highly recommended for RCMC duty. Member meets the minimum requirements outlined within Military Assignments and Authorized Absences, COMDTINST M1000.8, Art. 1.E.2 and 1.E.12 and Command Senior Enlisted Leader (CSEL) Program, 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-rpm will make assignments from the list of best qualified candidates. Reserve Gold Badges will be assigned in close coordination with MCPOCG.

Reserve Gold Badge tour length will normally be five years, exceptions will be determined by MCPOCG.

Approval of over 30 years of service waivers for the fulfillment of a RCMC position will be determined by MCPOCG.

Pay and Allowances:

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

Training:

Newly selected Reserve Gold Badges shall participate in an indoctrination training program as directed by MCPOCG. See reference (a), Para. 8.g. for information regarding the assignment of competency codes.