



SAMPLE FORCE DEVELOPMENT COUNCIL CHARTER

1. **Overview:** The Assistant Adjutant General-Air, the XXANG Force Development Council, the XXANG Director of Staff, and the XXANG Director of Personnel/A1/MPMO represent the leadership chain serving as the day to-day advocates for health, sustainment and readiness posture for XXANG personnel. In addition, the XXANG-Air/A1 provides central oversight and guidance on education, training, force assessment and other manning evaluations as appropriate for all functional areas.

2. **Responsibilities:** The XXANG Force Development Council (FDC) will be the Force Development (FD) focal point for support and guidance to the ATAG-Air and XXANG Development Teams (DT). Continued analysis will be performed on the health and sustainment of the XXANG force to determine required force development program focus and emphasis. In addition, the A1 will perform developmental assignment requirement analysis based on senior personnel requirements.

3. **Program Goals:** The FDC developed the XXANG Force Development Program to ensure that:

- a. XXANG personnel have the opportunity to express their career aspirations in terms of future assignments and education.
- b. XXANG personnel understand XXANG leadership expectations.
- c. XXANG personnel have regular opportunities for force development dialogue/communication that will address career aspirations, XXANG expectations, career opportunities and job performance.
- d. The program is well aligned with applicable AFI's, ANGI's and other Force Development Processes.

4. **Program Elements:** The XXANG Force Development Program will consist of the following elements:

- a. A process for use of the Officer Development Plan (ODP) and Enlisted Development Plan (EDP) by the individual member, with submission of the completed ODP/EDP to the member's supervisor/rater.
- b. Directions for conduct of the force development program with emphasis on a mentor-mentee relationship and other force development opportunities.



c. Roles and responsibilities of all involved personnel.

d. Relevant program related tools and program infrastructure.

5. Force Development Teams: The ATAG-Air shall direct the establishment of the XXANG Development Teams (DTs). DT membership will include Senior XXANG leadership and appropriate Wing representatives. The DT may include subject matter experts, as required, who should serve in a grade consistent with the developmental decisions to be made (e.g., squadron commander/command chief candidate selection). Note: The A1 is the OPR for FD execution and provides standardization of programs and administration, logistical, and analytical support to DTs. Responsibilities of the DT shall include, but are not limited to, the following:

a. Provide developmental feedback (career vectors) to members via the XXANG Officer/Enlisted Development Plan (XXANG-ODP/EDP).

b. Meet at least once a year as determined by the ATAG-Air. DT meetings must be coordinated with the A1 to allow sufficient preparation of records and documentation, facilitate standardization, and maximize efficiency.

c. Recommend appropriate developmental assignments and education for individual members.

d. When directed, establish appropriate candidate lists. Such lists will be available for use by FDC, Wings, and GSU's as they consider manning for their positions.

6. Processes: The XXANG-ODP/EDP will be web-based and become the single, central tool that communicates members' goals with a leadership assessment of their developmental capabilities. DTs will use this information to make informed assignment and developmental recommendations. The DT, together with commanders and/or supervisors, will support all aspects of FD through mentoring and feedback as documented in the XXANG-ODP/EDP. Commanders and/or supervisors ensure members complete XXANG-ODP/EDP to meet DT-established schedules and will regularly document member capabilities and assess how those capabilities match the member's stated career aspirations.