

So..., you'd like to be a Training, Advising, and Counseling (TAC) Officer at Warrant Officer Candidate School (WOCS) at either Fort Rucker or a Regional Training Institute (RTI)?

So you want to be a member of the Warrant Officer Career College (WOCC) team? Great! It would be one of the most personally and professionally rewarding assignments you could ever have. However, before you pack your bags, review the following to see if this unique assignment would be right for you.

Before providing information on qualifications and procedures for becoming a TAC, consider the following facts/notes about WOCS TAC duty to help you decide if you genuinely desire to pursue this unique assignment opportunity:

- TACs come from both the Active and Reserve Components, and assignment as a TAC is MOS immaterial.
- WOCS' mission is "...to train and identify, in a select group of Soldiers, the necessary traits of leadership, mental and physical abilities, and moral values that will qualify them to become future Warrant Officers." As a TAC, your contributions toward accomplishing this mission would be evident every graduation day when one of your Warrant Officer Candidates confidently accepts his/her appointment as a new Warrant Officer.
- As a TAC, you will be required to train, develop, and evaluate a Warrant Officer Candidate's (WOC) potential to serve as a Warrant Officer. Because of your duties, you will know Candidate better than other cadre members and will be in a position to exert the most influence on their leadership development. You will be expected to guide WOCs to develop self-confidence, stamina and endurance, effective time management, self-discipline, attention to detail, and other highly desired leadership qualities. One of your priorities will also be to help Candidates, both former NCOs and individuals with little time in service, to fully understand the concept of "Officership," and the importance of serving as an officer with character.
- If you're selected to become a TAC, you'll receive specialized training via the TAC Certification Course to help you develop and improve skills that will enable you to more effectively serve as a comprehensive role model for Candidates. This will include training in such areas as leadership, performance counseling, drill and ceremonies, physical fitness, military briefings, and administration of course instruction.
- You should not consider an assignment as a WOCS TAC to be a "retirement or take a knee assignment"; rather, you'll should expect a demanding yet rewarding assignment with an expectation to eventually rejoin the operational Army to further your contributions to the Army's mission.

Now, before you start aggressively pursuing an assignment as a WOCS TAC, regardless of your component, **ensure you meet all the qualifications listed in the following table.** Just so you don't waste time, if you don't meet one or more of the qualifications, resolve the situation before you continue your pursuit. Although we don't provide you rationale for each listed qualification, rest assured that there's a good reason it's included. For example, you must be in above average to excellent physical condition to be a TAC because you'll regularly be participating in active physical training with WOCs.

Criteria/Qualifications for Selection/Certification as a TAC Officer. Warrant Officers who wish to serve as TAC Officers must meet the following criteria:

Qualifications/Certification	Rucker	RTI
Be a volunteer and be willing to serve a minimum of two years as a TAC Officer.	X	X
Have two years service remaining (no anticipated retirement planned).	X	X
Be a CW2, minimum of three years time in grade, or CW3.	X Note 1	
Be a CW2, minimum of three years time in grade, or CW3/CW4.		X Note 1
Have the WOCC Commandant's approval for permanent and temporary profiles.	X Note 2	X Note 2
Have recent deployment experience in a combat area such as Iraq or Afghanistan (desired).	X	X
Complete the Army Basic Instructor Course (ABIC), Army Instructor Training Course (TAITC) or Battle Focused Instructor Training Course (BFITC) as documented by DA Form 1059.	X Note 3	X Note 4
Complete the Army Small Group Instructor Training Course (SGITC).	X Note 3	X Note 4
Complete the TAC Officer Certification Course, 5K-F38 (after selection for TAC Officer duty).	X Note 5	X Note 6
Pass the standard 3-event Army Physical Fitness Test.	X	X
Meet AR 600-9 height/weight standards as documented by a DA Form 705, and, if necessary, (exceeding table weight and requiring tape) DA Form 5500-R (Male) or DA Form 5501-R (Female).	X Note 7	X Note 7

NOTES:

1. For Ft Rucker – Active duty applicants will submit their request through Deputy Commandant to the Commandant, WOCC for approval; RTI (WOCS/RC) applicants will submit their request through their chain of command and the WOC/RC SME to the Commandant, WOCC, for approval. In addition, active duty and RTI CW2s with more than two but less than three years Time in Grade (TIG) (upon application) may submit a TIG waiver request IAW Note 1. The Commandant, WOCC will consider and approve TIG Waiver Requests on a case-by-case basis.
2. Active duty and WOCS/RC applicants will submit profile IAW Note 1 above. In addition, they must submit any profile(s) obtained after completion of their TAC Certification Course IAW Note 1 above.
3. Selectees who have not yet completed this course may do so after assignment to Fort Rucker; however, they will not be certified to conduct classroom instruction as a certified TAC Officer prior to completing the certification courses.
4. Selectees who have not yet completed this course may do so after completion of TAC certification training; however, they will not be certified to conduct classroom instructions in the RTI WOCS program prior to completing the certification courses.
5. Warrant Officers assigned to the WOCC for TAC Officer duty will be scheduled for the TAC Certification Course by the TAC Certification Course Director.
6. When Warrant Officers are approved for TAC Duty at the RTIs, the approved recommendation must be forwarded to the WOCS/RC SME for ATRRS enrollment in the TAC Certification Course.
7. Individuals selected as TACs who subsequently fail to meet AR 600-9 standards will be removed from duties involving contact with Warrant Officer Candidates until they meet prescribed standards.

Once you have determined that you have met all of the non-waiverable qualifications, coordinate your intentions with your chain of command and your Human Resources Command (HRC) manager, etc. While the procedures for pursuing a TAC assignment vary among units/components, **the follow application procedures must be followed:**

Application Procedures	Rucker	RTI
Email application to the WOCC Deputy Commandant. (Note 1)	X	
Submit application to the RTI WOCS TAC selecting official. (Note 2)		X
Submit the last three Officer Evaluation Reports with the application. (Note 3)	X	X
Submit a written recommendation from an officer in the chain of command, LTC or higher, with the application. (Note 3)	X	X
Submit a written recommendation from the State Command Chief Warrant Officer and submit it with the application. (Note 3)		X
Schedule telephone interview with the WOCC Deputy Commandant. (Note 4)	X	
Receive approval for TAC assignment from the HRC and ARNG or USAR, as applicable. (Note 5)	X	X

NOTES:

1. The email address for the WOCC Deputy Commandant is usarmy.rucker.cac.mbx.atw-za@mail.mil. Applications must contain a detailed explanation of why the individual wants to be a TAC, and if selected, what the applicant would “bring to the table.”
2. At RTIs, the recommending and selecting official may be the same person. In all cases, the approved recommendation must be forwarded to the WOCS-RC SME to enable scheduling of the TAC Certification Course.
3. Send a copy of the recommendation and the evaluation reports to the WOCC Deputy Commandant, preferably as email attachments (usarmy.rucker.cac.mbx.atw-za@mail.mil). If necessary, documents may be mailed to the US Army Warrant Officer Career College (ATSW-ZA), 5302 Outlaw Street – Swartworth Hall, Fort Rucker, AL 36362-5000.
4. Schedule the telephone interview (334-255-9031/0499 or DSN 558-9031/0499) only after submitting an application. If, due to operational circumstances, a telephone interview may be difficult or impossible, the applicant may request consideration based solely on the email application. The application must include a short explanation of why the telephone interview is not practical.
5. The WOCC Deputy Commandant will notify the appropriate component HRC/branch manager of individuals selected for assignment to Fort Rucker as WOCS TAC Officers.

NOTES:

1. Send a copy of the recommendation to the WOCC Deputy Commandant, preferably as an attachment to the email discussed in Note 3 above. If you’re unable to attach the recommendation to the email, you may mail it to the US Army Warrant Officer Career College (ATSW-ZA), 5302 Outlaw Street - Swartworth Hall, Fort Rucker, AL 36362-5000.
2. Send a copy of the recommendation to the officer who will approve your assignment as an RTI WOCS TAC. At RTIs, the recommending and selecting official may be the same person; in such cases, the written recommendation must be forwarded to the RTI SME as this allows scheduling for the TAC Certification Course.

3. The email address for the WOCC Deputy Commandant is usarmy.rucker.cac.mbx.atw-za@mail.mil. In the email, explain in detail why you want to be a TAC and, if selected, what you would “bring to the table.” Your email to the Deputy Commandant should precede your phone call to schedule an interview (see Note 4 above).

4. Telephone numbers for scheduling this interview are 334-255-9031 or DSN 558-9031. Understandably, because of operational circumstances, you may find it difficult, or even impossible, to schedule an appointment. In such cases, state in your email to the Deputy Commandant (see Note 3 above) that you’ll be unable to schedule the telephone interview and request consideration based solely on your email; include a short explanation of why you won’t be able to call.

5. **THIS NOTE ONLY APPLIES TO FORT RUCKER WOCS TAC APPLICANTS.** If you’re selected for WOCS TAC duty, the WOCC Deputy Commandant will notify the appropriate component HRC/branch manager of your selection.

6. If you’re selected for Fort Rucker WOCS TAC duty and haven’t completed TAITC, and SGITC, you may be scheduled for and complete the courses **after** you’re assigned to Fort Rucker. If you’re selected for RTI WOCS TAC duty and haven’t completed these courses, you may complete your TAC certification training prior to attending TAITC and SGITC, but you **will not** receive TAC certification to perform TAC duties in the RTI WOCS Program prior to completing the courses.

7. If you are a CW2 with less than 3 years time in grade, a waiver request with justification must be submitted thru your chain of command & RTI SME to the Commandant, WOCC for approval.

In closing, an assignment as a TAC Officer at either Fort Rucker or a state RTI is a highly competitive and rewarding experience. All the best as you pursue such an assignment, and we look forward to having you join the WOCS Team!