

OIX GATEWAY NORFOLK VA SUCCESSFUL PROCESSING REPORT: NAVY RESERVE FORCES
COMMAND, COMMAND CLIMATE SPECIALIST BILLET//
GOES MSG_ID: 120001894912

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FM COMNAVRESFOR NORFOLK VA

TO NAVRESFOR

INFO CNO WASHINGTON DC

COMNAVRESFOR NORFOLK VA

BT

UNCLAS

ALNAVRESFOR 15/25 //

MSGID/GENADMIN/COMNAVRESFORCOM NORFOLK VA//

SUBJ/NAVY RESERVE FORCES COMMAND, COMMAND CLIMATE SPECIALIST BILLET//

REF/A/OPNAVINST 5354.1H//

AMPN/REF A OPNAVINST 5354.1H, IS NAVY HARASSMENT PREVENTION AND
MILITARY EQUAL OPPORTUNITY MANUAL.//

POC/MASON/YNCS/CNRFC CCS/COMNAVRESFORCOM/LOC: NORFOLK VA/

TEL:948-223-6294/DSN: 262-6294/E-MAIL: MARISA.L.MASON.MIL@US.NAVY

.MIL//

RMKS/1. COMNAVRESFORCOM IS REQUESTING NOMINATIONS FOR THE COMMAND
CLIMATE SPECIALIST (CCS) BILLET. THE INDIVIDUAL SELECTED WILL REPORT
TO THE DEFENSE EQUAL OPPORTUNITY MANAGEMENT INSTITUTE (DEOMI) IN
COCOA BEACH, FL, FOR EQUAL OPPURTUNITY ADVISOR COURSE 26-1 PHASE
1 AND 2 TRAINING, FOLLOWED BY PCS TRANSFER TO COMNAVRESFORCOM
NORFOLK, VA.

2. REF A IS THE NAVY'S EQUAL OPPORTUNITY POLICY AND OUTLINES THE
RESPONSIBILITIES OF A CCS. SPECIFICALLY, THE CCS IS
RESPONSIBLE FOR ASSISTING THE COMMANDER IN DEVELOPING EQUAL
OPPORTUNITY POLICIES AND PROGRAM SUPPORT IMPACTING OVER 55,000
SAILORS. THIS CHALLENGING POSITION REQUIRES A WELL-ROUNDED SENIOR
ENLISTED LEADER (E7) WITH THE ABILITY TO COMMUNICATE EFFECTIVELY WITH
SENIORS, PEERS, AND SUBORDINATES. THIS SPECIAL PROGRAM ASSIGNMENT
REQUIRES TRAVEL COMMITMENTS PROMOTING EQUAL OPPORTUNITY AWARENESS
THROUGHOUT THE RESERVE FORCE.

3. REQUEST COMMANDERS AND COMMANDING OFFICERS SUBMIT NOMINATION
PACKAGES BASED ON THE CRITERIA CONTAINED HEREIN.

A. NOMINATION PACKAGES MUST INCLUDE THE FOLLOWING:

- (1) NAVPERS 1306/7 REQUESTING ASSIGNMENT AS COMNAVRESFORCOM CCS.
- (2) COPIES OF LAST 5 YEARS OF EVALS.
- (3) A STATEMENT(NO MORE THAN ONE PAGE) OUTLINING THE NOMINEE'S
SELF-ASSESSMENT OF THEIR STRENGTHS. STATEMENT SHOULD EMPHASIZE
THE CANDIDATE'S EO VISION AND PROGRAM GOALS IF SELECTED AS
COMNAVRESFORCOM CCS.
- (4) HISTORY OF ASSIGNMENTS.
- (5) LAST 5 YEARS BCA/PFA RESULTS.

B. FORWARDING ENDORSEMENT SHOULD COMMENT SPECIFICALLY ON:

(1) LEADERSHIP

(2) MILITARY BEARING

(3) SPEAKING ABILITY

(4) AWARENESS OF CURRENT NAVY POLICY CONCERNS

(5) OTHER FACTORS THAT WARRANT CONSIDERATION (CCS,CMEO,CRT,SAPR).

4. NOMINATION PACKAGES ARE DUE TO COMNAVRESFORCOM BY 16 MAY

2025. PACKAGES MAY BE ELECTRONICALLY FORWARDED TO HMCM DAMARIO PAYTON
AT DAMARIO.T.PAYTON.MIL@US.NAVY.MIL OR SUBMIT PACKAGES TO:

COMMANDER, NAVY RESERVE FORCES COMMAND

ATTN: COMMANDER NAVY RESERVE FORCE CCS (N01E)

1915 FORRESTAL DRIVE NORFOLK VA 23551-4615.

5. FINALISTS SHOULD BE PREPARED FOR A PERSONAL INTERVIEW DURING THE
WEEK OF 9-13 JUNE 2025.

6. RELEASED BY RADM M. J. STEFFEN, COMMANDER NAVY RESERVE FORCES
COMMAND.//

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