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R 131544Z JUL 26 ZEL MID180038822531U

FM COMNAVRESFOR NORFOLK VA

TO NAVRESFOR

INFO CNO WASHINGTON DC

COMNAVRESFOR NORFOLK VA

COMNAVRESFORCOM NORFOLK VA

BT

UNCLAS

ALNAVRESFOR 017/26

MSGID/GENADMIN/COMNAVRESFORCOM NORFOLK VA/-/JUL//

SUBJ/NAVY RESERVE FORCES COMMAND, COMMAND CLIMATE SPECIALIST CPO AND

SCPO BILLETS//

REF/A/OPNAVINST 5354.1J//

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

POC/YNCS MARISA MASON/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) CPO AND SCPO BILLETS. THE INDIVIDUALS
SELECTED WILL ATTEND THE DEFENSE EQUAL OPPORTUNITY MANAGEMENT
INSTITUTE (DEOMI) IN COCOA BEACH, FL, FOR EQUAL OPPURTUNITY ADVISOR
COURSE 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 IMPACTFUL POSITION REQUIRES WELL-ROUNDED SENIOR
ENLISTED LEADERS (E7 & E8, FROCKED SAILORS ARE ELIGIBLE) 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 TO FILL A CPO BILLET
AND A SCPO BILLET.

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.
- (6) IDEALLY HAVE COMPLETED 24 MONTHS ON CURRENT ORDERS.

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 31 AUG
2026. PACKAGES MAY BE ELECTRONICALLY FORWARDED TO PSCM NATALIE HOWE
AT NATALIE.A.HOWE.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 WITH THE
EQUAL OPPORTUNITY MANAGEMENT TEAM.

6. RELEASED BY RADM L. A. FROST, COMMANDER NAVY RESERVE FORCES
COMMAND.//

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#0018
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