



DEPARTMENT OF THE NAVY
OFFICE OF THE COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS MARYLAND 21402-5107

COMDTMIDNINST 1650.15
BRIGADE SEL
FEB 20 2018

COMMANDANT OF MIDSHIPMEN INSTRUCTION 1650.15

From: Commandant of Midshipmen, U.S. Naval Academy

Subj: CLASS OF 1970 SENIOR ENLISTED STAFF LEADERSHIP AWARD

Encl: (1) Format for Statement of Qualifications of Nominees

1. Purpose. To promulgate procedures for the nomination, selection, and awards process for the Class of 1970 Senior Enlisted Staff Leadership Award.

2. Background. The Commandant of Midshipmen has a special interest in ensuring the Brigade of Midshipmen are exposed to the highest quality of leadership exhibited by the senior enlisted members assigned to his/her staff. A fund was established by the Class of 1970 to support an annual award to be presented to the senior enlisted member who, by personal example and professional performance, best characterizes the principles of excellence in leadership.

3. Description

a. The Class of 1970 Senior Enlisted Staff Leadership Award is bestowed annually to a senior enlisted member selected from the Commandant's staff whose contributions to the leadership, professional, and moral development of midshipmen reflected the highest principles of excellence in professionalism and leadership development.

b. The award consists of a mounted ship's bell clock or suitable equivalent and a plate on which the recipient's name is inscribed.

4. Eligibility

a. Any senior enlisted member, E-7 through E-9, assigned to the Commandant's staff (immediate staff or any division or department in the Commandant's Cost Center) who has served at the U.S. Naval Academy for a minimum of 24 months is eligible for nomination.

b. Individuals who receive the award are not eligible for subsequent participation.

5. Action

a. Sub-Cost Center Heads and Battalion Officers within the Commandant Cost Center will:

(1) Ensure their military members are aware of this award.

(2) Select their department's nominee for the award and submit enclosure (1) for their nominee by the second week of March each year.

b. Deputy Commandant of Midshipmen, Director of Leadership Education and Development, Director of Professional Development, Senior Chaplain, Supply Officer, Commandant Operations Officer, Battalion Officers, and the Brigade Senior Enlisted Leader comprise the Award Selection Committee. The Award Selection Committee will:

(1) Review the qualifications of the nominees and establish a priority listing, recommending a recipient of the award.

(2) Submit the priority listing to the Commandant of Midshipmen for review by the third week of March of each awarding year.

c. The Commandant of Midshipmen will review the recommendation of the Award Selection Committee and select the award recipient by 1 April of each year.

d. The Aptitude Officer will provide the Faculty Award and Dedication Ceremony Committee the name of the senior enlisted member selected for the Class of 1970 Senior Enlisted Staff Leadership Award. The Commandant's Administrative Officer will purchase the ship's bell clock to be presented. Presentation of the award will be part of the Dedication Ceremony at the end of April.

6. Records Management. Records created as a result of this instruction, regardless of media or format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

7. Review and Effective Date. The Brigade Senior Enlisted Leader will review this instruction annually on the anniversary of the effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy Policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire five years after the effective date unless reissued or otherwise canceled prior to the five-year anniversary date, or an extension has been granted.



T. J. GRADY
By direction

Distribution:
Non-Mids (Electronically)

FORMAT FOR STATEMENT OF QUALIFICATIONS OF NOMINEES

Date

1. Name and Rank:
2. Department:
3. Date Reported to USNA:
4. Primary Duty:
5. Collateral Duties:
6. Education: (Degrees, dates, institutions)
7. Awards received while on-board:
8. Deckplate Leadership Ability: (Principles of deckplate leadership are well known: visibility and engaged; enforcement of standards; inspiring motivator and trainer; and members ideals and dedication foster a positive working environment.)
9. Participation in Midshipmen Activities: (Service as enlisted representative, etc.)
10. Participation in other activities: (Performance of departmental duties, service on departmental and general committees, service in civic groups, etc.)
11. Personal Attributes: (Such as character, initiative, integrity, etc.)
12. Value to USNA. (How nominee contributes to overall mission)