



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

COMDTMIDNINST 5420.1  
LEAD  
23 Dec 13

COMMANDANT OF MIDSHIPMEN INSTRUCTION 5420.1

Subj: NAVAL ACADEMY WOMEN'S NETWORK

Ref: (a) USNAINST 7000.4A  
(b) COMDTMIDNINST 4653.1M  
(c) COMDTMIDNINST 5400.6Q

1. Background. Mentoring is an important developmental tool for leaders. While some programs attempt to match one mentor to one "mentee," experience tells us that a constellation of mentors is best. That is, a variety of mentors provides a mentee the best professional development, advice on career intentions, and assistance in creating work-life balance. To this end, USNA provides a multitude of forums for Midshipmen to develop mentoring relationships - in extracurricular activities, sports programs, through faculty and staff interaction, and professional conferences. To complement these programs, a pilot program will be conducted to create additional forums for midshipmen mentoring, developing the mentoring skill amongst our junior officers, and providing oversight for the effectiveness of this pilot. As a pilot, USNA will establish a women's network to assess the feasibility and effectiveness of a LEAD-developed and midshipmen-run mentoring program, eventually cultivating a Naval Academy Women's Network across the Fleet, and encouraging the career intentions and retention of women in the Navy and Marine Corps through the senior ranks.

2. Purpose. To establish, provide guidance, and designate responsibility for the implementation of the Naval Academy Women's Network for the Brigade of Midshipmen. This instruction serves to provide the requisite structure and oversight for network functioning, but the 'heart and soul' of the network resides in the 'relationship of choice' between mentor and protégé.

3. Applicability. This instruction applies to all participating Midshipmen, participating mentors, and oversight personnel.

4. Discussion

a. The Naval Academy Women's Network seeks to:

(1) Encourage and inspire Naval Academy women to excel as Midshipmen leaders in academics, athletics, professionalism, and character.

(2) Provide a resource for all Midshipmen to discuss leadership with female mentors/officers complementing their Chain of Command, creating a constellation of mentors, and contributing to their development as leaders.

(3) Foster relationships between mentors and Midshipmen that continue beyond graduation.

## 5. Responsibilities

a. Director, Leadership Education and Development (LEAD) Division. Director LEAD Division will provide administrative oversight for the network through the Department of Leader Development and Research (LDR). The Director will appoint, in writing, the senior member of the Executive Steering Committee (ESC).

b. Chair, Leader Development and Research (LDR). The LDR Chair will act as the Commandant's agent for oversight of network functioning; the Chair will screen and assess mentors, monitor and assess network effectiveness through annual surveys, and provide an annual network status brief to the Commandant. The Chair will approve the members of the Executive Steering Committee from all cost centers, ensure that all prospective mentors are endorsed by their departmental supervisors, assess the effectiveness of mentors annually, and ensure that all mentors attend mandatory mentor training sessions.

c. Naval Academy Women's Network Executive Steering Committee (ESC). The ESC, consisting of select officers and Midshipmen representatives approved by the LDR Chair, will develop strategy and be responsible for the overall maintenance and execution of the network. As appointed by the LEAD Division Director, a senior officer will serve as the head of the Executive Steering Committee.

d. Senior Mentors. Female active duty, reserve, and retired officers in the rank of O-4 and above stationed at the Naval Academy who are graduates of USNA or have significant knowledge of the institution and its operations, will serve as mentors to the Midshipmen and will serve as a primary liaison and mentor to a select group of Junior Mentors. Senior mentors will meet periodically to assess overall network effectiveness and to share insight and experiences. Senior Mentors will attend at least one mentor training session per year.

e. Junior Mentors. Female active duty, reserve, and retired officers in the rank of O-3 and below stationed at the Naval Academy who are graduates of USNA or have significant knowledge of the institution and its operation, will serve as mentors to Midshipmen and will be accountable to the Senior Mentor to whom they have been assigned. Junior Mentors will attend at least one mentor training session per year.

## 6. Procedures

a. Network Socials. Potential members of the Network will be invited to socials designed for Midshipmen to interact with senior and junior women officers across the Yard to facilitate networking and increase network awareness and participation. Social events will be conducted in accordance with reference (a).

b. Mentor Selection. Female 1/C through 3/C Midshipmen will have the opportunity to select a mentor from among those in the network. 4/C women will be given an opportunity to select a mentor during the spring semester. Midshipmen may choose multiple members or replace mentors if goals are completed or relationships are not satisfactory.

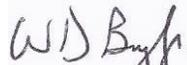
c. Excusals/Movement Orders. Excusals/Movement orders for network socials will be managed by the Executive Steering Committee through the LDR Department and submitted in accordance with reference (b). Network MOs/excusals will be categorized in MIDS under "professional development" or "other" as fits the event.

d. Frequency of Mentoring. Frequency of meetings will depend on the needs and desires of the Midshipmen and will typically occur during the academic day during Midshipman free periods. Activities outside customary times will adhere to the Table of Priorities and submission of appropriate requests through the Chain of Command in accordance with reference (c).

e. Funding. The Stockdale Center will fund the implementation and execution of the network through the Class of 1976 Agility Fund for the first year.

f. Mentor Training. Mandatory training will be held for mentors at least once a year to discuss expectations, obligations, boundaries and responsibilities. Resident subject matter experts in the LEAD Division will design and implement the training program.

g. Assessment. Director, LEAD, will provide to the Commandant of Midshipmen, no later than 01 May 2014 an assessment of the program's effectiveness. The assessment would be used as a tool to decide: (1) should the program be continued, (2) should the program be expanded to other Midshipmen cohorts, and/or (3) should the program be modified.

  
W. D. BYRNE, JR.

Distribution:  
Non-Mids (Electronically)  
Brigade (Electronically)

(THIS PAGE INTENTIONALLY LEFT BLANK)