

UNITED STATES NAVAL ACADEMY



LIFE & LEADER POINTS (LLP)
Book 3

INTRODUCTION

The USNA Mission Statement tells us that we are preparing Midshipmen morally, mentally, and physically, not just for the demands of serving as a junior officer in the Naval Service, but also for the highest degree of citizenship. The desired end state is to have Naval Academy graduates who are well prepared to tackle life's challenges once they leave Bancroft Hall and to become the bedrock of American society.

Not all lessons can be learned in the classroom or inculcated by military training. The purpose of this booklet is to provide a pocket resource for key influencers in the lives of Midshipmen (Detailers, Brigade Leaders, Company Officers, and Senior Enlisted Leaders) who have opportunities to engage Midshipmen individually as they work through the challenges of life and the unique transitions to and from USNA.

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TIME & TASK MANAGEMENT



The Farragut Window, Main Chapel. Admiral Farragut was the first Naval Academy Graduate to achieve the rank of Admiral. Depicted here, Admiral Farragut had to make a critical decision to turn port or starboard during the battle of Mobile Bay.

“Remember that time is money”

- Benjamin Franklin -

Conversation Starters

What do you think keeps people from accomplishing their tasks on time?

How do you think a Commanding Officer is able to accomplish so much with the same amount of time in a day as an Ensign or 2nd Lieutenant?

How do you prioritize your tasks and goals?

Task Management at USNA and in the Fleet

How critical is time management? Just ask the crew of Apollo 13, who used a precision wristwatch to time a 14 second engine burn to orient their spacecraft for a safe re-entry back to earth.

Managing tasks with limited time is one of the greatest challenges of being a Midshipman.

Unfortunately, the demands can get more difficult in the Fleet. Training, qualifications, and deployments, in addition to life and family, physical fitness, bills and errands, can present a unique time management challenge. The one thing everyone has in common, from the President of the United States to the newly enlisted Sailor, is that we all have 24 hours in a day. How is it that some seem to be able to accomplish and manage so much in the same amount of time? You can't control time, but you can leverage it to your advantage.

Strategies for Success

1) **Prioritize:** President Eisenhower created a decision matrix in which he placed things into categories: Urgent/Important, Urgent/Not Important, Not Urgent/Important, Not Urgent/Not Important. Sorting tasks can help you clarify how to spend your time.

2) **Schedule your time:** People who do not write down their schedule tend to struggle. Write down meetings, block time for specific tasks from going to the ATM to researching a paper and even time to rest. Think of scheduling time like budgeting money. Writing everything down will give you a visual cue as to how efficient your time has been spent.

3) **Manage Distractions:** Turn your phone off, study in a different location, schedule a time to check social media so it doesn't consume time designated for something else.

4) **Keep a Task List:** Review it often, cross out completed items, schedule time or location specific tasks in your calendar and take them off your list. Consider removing tasks that you never seem to get to if that is an indicator that they are not that important.

5) **Set Deadlines:** Ask for deadlines from your superior, schedule deadlines for yourself, set deadlines for your subordinates.

“What is important is seldom urgent and what is urgent is seldom important.”

- Dwight Eisenhower -

COPING WITH STRESS, CHANGE & LOSS



Admiral Lawrence was one of the first candidates of the Mercury Space Program, and spent 6 years as a prisoner of war during Vietnam.

*“I think character is permanent and
issues are transient”*

- Admiral Stockdale -

Conversation Starters

What are your greatest stressors and how do you typically deal with stress?

What are some of the biggest changes you have made to adapt to life at the Naval Academy?

How do you lead a team through loss while processing your own personal response to loss at the same time?

Stress, Change, and Loss at USNA & in the Fleet

One of the most challenging aspects of being a leader is dealing with stress, change, and loss while remaining a healthy and effective leader yourself. Whether losing a teammate or family member on deployment, managing a challenging operational schedule, or dealing with personal stressors at home,

you still have to set the tone and direction of your team. This can be challenging when you feel the same amount of stress, pain, or uncertainty as those who look to you for leadership. Especially when confronted with challenges you feel powerless to solve, it is important to develop healthy coping skills. Some of these skills are built into our military way of life, whether through ceremonies (such as changes of command, or funerals), but others are developed through intentional personal practice.

Strategies for Success

- 1) **Practice self-care:** Physical, mental, social, and spiritual health are developed through intentional engagement in these areas. Making time to PT, eat healthy, sleep well, read, learn, make friends, practice mindfulness, try controlled deep breathing, meditation, prayer, and religious practices are all vitality important to maintaining your personal health. Schedule these elements into your daily routine.
- 2) **Avoid isolation:** Find people with whom you can share life. Find mentors and mentor others.
- 3) **Focus on what you can control today:** The

“Serenity Prayer” provides a great perspective.
“God grant me the serenity to accept the things I cannot change, to change the things I can, and the wisdom to know the difference.” Set manageable goals for each day to work through big challenges bit by bit.

4) **Take a deep personal inventory of your feelings.** Be honest with yourself about why you feel the way you do. Be patient with yourself, and give yourself the same grace you would extend to others.

5) **Engage in satisfying hobbies and meaningful work,** especially with others and for others.

“Bravery is not the absence of fear, it’s the ability to keep going in the presence of fear.”

- Admiral William P. Lawrence -

SOCIAL MEDIA



Hopper Hall, the new Cyber Security building, stands as a reminder of the importance of maintaining operational and personal security online for all members of the United States Navy.

“The supreme quality of leadership is unquestionably integrity”

- Dwight Eisenhower -

Conversation Starters

Would you be proud of your social media presence if it was the only impression a new command had of you?

How do you build meaningful connections with people if you do not have access to social media?

How do you keep yourself safe online and respond to negative posts or information?

Social Media at USNA & in the Fleet

Social media connects our world like never before. The benefits are great, but present unique challenges for military service. Consider what happens when operational requirements prohibit online access for weeks at a time, and what that does to the moral of a crew used to communication with loved ones on social media multiple times a day. Or when online posts

during deployment could compromise operational security and provide information to the enemy regarding location, morale of the crew, or even plans.

On a more personal level, consider how your social media presence looks to those you lead, or to those who lead you. Even posts going back years before you began your military service. Could online posts compromise your ability to lead, or undermine your integrity, or violate the boundaries of fraternization? In this regard, leaders must be very wise about how they utilize social media, as the implications can be severe personally, professionally, for the team, and even national security.

Strategies for Success

- 1) Be a critical user and consumer of social media. Check sources and question all posts that use inflammatory rhetoric.
- 2) Understand DOD Directive 1344.10, “Political Activities by Members of the Armed Forces on Active Duty.
- 3) Before you post or share, ask yourself: Who can see it? How secure is this site? Am I being respectful

of myself and others? How will this be perceived by others?

4) Never post or share anything that can be perceived as defamatory, libelous, obscene or embarrassing, abusive or threatening, racially or ethnically hateful, offensive or illegal, or contemptuous of superiors.

“Associate with men of good quality if you esteem your own reputation; for it is better to be alone than in bad company”

- George Washington -

SEXUAL ETHICS



“Fidelity is up and obedience is down on my bayonet buckle, Sir/Ma’am.”
The order of fidelity/obedience reminds us how to rightly wear the watchbelt (not upside down!), and be ready for watch. This is a meaningful lesson in many areas, and applies to respect and fidelity with regards to sexual ethics as well.

“Leadership is a two-way street, loyalty up and loyalty down. Respect for one’s superiors; care for one’s crew.”

- Admiral Grace Hopper -

Conversation Starters

Where did you learn about sex and sexual relationships? How did this inform your expectations and understanding of what is “normal?”

If you are a consumer of pornography, how has it impacted your relationships? Why should you care?

Why should you care about sexual ethics in your crew as a military leader?

Sexual Ethics at USNA and in the Fleet:

At the Naval Academy, we live where we work. In the Fleet, this is often the case as well, particularly on deployment. Because of this, the sacrifices we make for our country include sacrifices in the area of intimate relationships. In our culture we have seen the destructive nature of sexual exploitation in the

workplace by those in positions of leadership, influence, and power. Navy and Marine Corps officers need to be wise in maintaining healthy sexual boundaries, as a violation of these boundaries is not only inappropriate, but destroys good order and discipline, undermines equal opportunity, and can put people's lives in danger.

Imagine a situation where someone standing watch alone at night cannot focus on their mission for fear of unwanted sexual advances from a co-worker. Imagine a sailor afraid to work in a part of the ship where someone works who makes them feel uncomfortable.

Naval instructions prohibit sexually explicit statements, questions, jokes, or anecdotes, including pornography or "images of sexually explicit conduct," regardless of the means of communication (oral, written, e-mail, text messages, social media, etc). These are defined as sexual harassment and prohibited in the work environment by OPNAVINST 5300.13 and ALNAV 021/17).

While we cannot separate ourselves from our sexuality, we do not have to be controlled by it.

Strategies for Success

- 1) Avoid pornography, as it often depicts degradation and/or physical violence between partners and can lead to the development of unrealistic and unhealthy expectations of sexual behaviors.
- 2) Define what dignity, respect, and loyalty look like. Treat everyone accordingly.
- 3) Have regular training and discussions about sexual boundaries and why those are important in the military.
- 4) Foster safe communication and reporting options for everyone.
- 5) Leverage and advertise all resources for support and reporting.
- 6) Set clear social boundaries and “guardrails” to protect yourself, including personal social media rules, and guidelines for social interaction. Model healthy examples for your team.

“Prevent the wars we can avoid so that we fight only the ones we must”

- General Colin Powell -

NOTES