

PART 3



HOW WE ARE GOING TO GET THERE

Onboarding & Year-One Experience

will be

PRESCRIBED and CENTRALLY MANAGED

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By the District NET-THREE Team



COMPONENTS OF THE A-SCHOOL PLAN

Supporting the D11NR NET-THREE Campaign by delivering Service Ready Members:

Prospective Member Orientation:

Weekly/Bi-Weekly Webinar presentation on what it means to join the Coast Guard Auxiliary and expected commitment

Onboarding –First 100 Days:

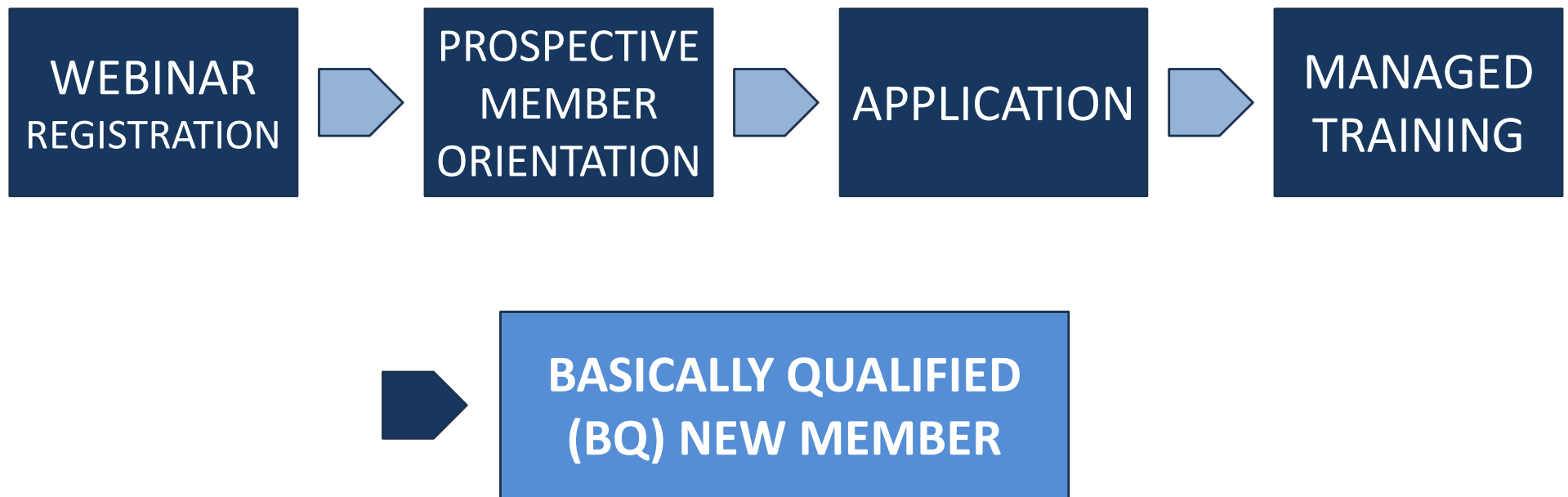
Prospective Members are onboarded covering the Application Process through Basically Qualified

Year One Experience:

New members are to complete advanced training, obtain a certification, become/train for an FSO position and complete Leadership Training



Onboarding Process Flow




Prospective Member Orientation

- Prospective Members (PM) Scans QR Code on Recruiting Business Card
- PM Reviews PM Website of Aux Introductory Content and PM Webinar Schedule
- PM Registers for a Webinar Session and provides basic personal information
- The Webinar will focus on three primary themes
 - What is the Coast Guard Auxiliary
 - The benefits of the Auxiliary
 - The Expectations of being an Auxiliarist...with an emphasis on commitment
- After the Webinar, if the PM decides to continue, the PM will move to the Onboarding process



Recruiting Business Card

It all starts from here...



U.S. Coast Guard Auxiliary
District 11 Northern Region
America's Professional Volunteers

ARE YOU READY TO SERVE?
USE THE QR CODE ON THE BACK
TO LEARN MORE ABOUT THE AUXILIARY

Search and Rescue	Public Relations
Public Boating Education	Direct Active Duty Support
Vessel Safety Checks	Fellowship and Fun

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Approach 5: Refer a Friend...Everyone is a Recruiter



Onboarding Process Detail

- Timely completion of the Member Application with the NET-THREE (N3) team providing guided direction and assistance as needed.
- The N3 will submit the application to DIRAUX, which will result in issuing a New Member (NM) number. The N3 will track the application progress.
- A comprehensive NM Binder will be provided. The binder content is also on the New Member website for easy access and the most current version.
- Assignment to a New Member Cohort (platoon).
- The NM will start the Prescribed Training, which includes Core Value Training, Basic Qualification (BQ) II Training, Safe Boating Course and TCT.



Onboarding Process Detail – Cont.

- The NM will follow a Prescribed Training Schedule; Completion Status will be tracked through the Training Management (TM) report set.
- N3 will make any necessary direct contacts to maintain the training schedule.
- The NM will procure a uniform including uniform inspection.
- Participate in at least 3 Flotilla activities (VE, OPS, PE, PA).
- Complete an Area of Interest Evaluation.
- At the end of the Onboarding Phase, a NM will become “Basically Qualified” (BQ).
- The respective FC and FSO-HR will receive NM progress updates.



New Member Commitment:

- ☐ NM will clearly understand the time, focus/priority and financial cost that is required to be a successful Auxiliarist
- ☐ NM will participate in all Flotilla Meetings, Activities and Events as time permits
- ☐ NM will complete all prescribed training in a timely manner
- ☐ NM will actively participate with their cohort during the monthly sessions
- ☐ NM will acquire at minimum their first Uniform (TROPS, ODU or AWU) and wear it properly to all meetings, activities and events (UOD)
- ☐ NM will assist or request assistance from other members of the Cohort
- ☐ NM is expected to log at least 10 hours a month into ADII



Onboarding – First 100 Days Keys to Success:

- ✓ Registration/Scheduling of Prospective Member Webinar
- ✓ Timely Background Checks and the issuing of the Member Number
- ✓ Establish New Member Cohorts (Platoons) with monthly training, issue resolution, and sharing of challenges and successes
- ✓ Detailed Tracking of New Member Progress through Training Management Reporting and direct follow-up as needed²⁵
- ✓ **Comprehensive New Member Guide and New Member Web Content –**
DCAPT Don Anderson





Navigating the Coast Guard Auxiliary



Charting Your Career Waypoints

NEW MEMBER GUIDE INDEX

SECTION 1-

Introduction
Seeking adventure while serving your country & your community
Recruiting brochures (3 versions)
Prospective Member “We Want You”

SECTION 2-

Membership Application Package Checklist
D11NR New Member Application Cover Sheet
Auxiliary New Applicant Course Examination
Examination Answer Sheet
Enrollment Application ANSC 7001
Enrollment Application Instructions
ANSC 7001 Occupation Codes
Auxiliary Association Consent to Membership

SECTION 3-

Websites for Prospective & New members
Auxiliary Core Training Requirements
Human Resources H-Directorate “New to the Auxiliary”



SECTION 4-

Auxiliary New Member Course STUDENT STUDY GUIDE
Auxiliary New Member Course INSTRUCTOR GUIDE

SECTION 5-

New Member Handbook, Rev December 2015
New Member Reference Guide, Rev October 2013

SECTION 6-

Member Involvement Plan
Passport to Success in the USCG Auxiliary

SECTION 7-

Quick Guide to Achieving Basically Qualified (BQ)
Uniform and Insignia Supply Sources
Additional Resources, handbooks, study guide web sites
Completed Core Training Attestation
New Member Acronym Glossary
FAQ's Auxiliarists in Approved Pending (AP) Status

SECTION 8-

Auxiliary Uniforms H-Directorate Human Resources web site
First Uniform Requirements



Onboarding – First 100 Days Keys to Success (Cont.):

- ✓ Flotilla involvement in Advanced Training, Mission-Oriented Activities and Fellowship
- ✓ Dedicated team members to develop/build the program and sustain the day-to-day Operational aspects
- ✓ Timely Award and Recognition – Make it a Big Deal



Year-One Experience

After completion of the Onboarding – First 100 Days, the New Member will transition to the Year-One Experience Program

Knowledge Builds Confidence, Confidence Builds Trust

The New Member will start Advance Training that focuses on Leadership and Mission Specific Certification(s).



Year-One Experience – Detail

- The Flotilla will take a more active role in the capability development of the New Member.
- The NM will start Leadership Development by completing the Leadership Competency Level 1 and Auxiliary Procedure Course or the Flotilla Leadership Course to prepare for a future elected position.
- Advance training opportunities will be coordinated with the Flotilla or Division focused on the primary Auxiliary Missions to included OPS, PA, PE, VE and PV.
- Other specialty missions such as Culinary Assistant, Interpreter Core and Emergency Management will be introduced.
- Continued participation in their assigned Cohort.



Year-One Experience – Detail (Cont.)

- Completion of at least one certification and the awarding of the associated ribbon
- Completion of required Workshops
- Lead at least one Mission Activity or Event
- Participate in Division and District Training and Fellowship Events
- Be appointed as a Flotilla Staff Officer or train to be an FSO in the area of interest
- Assist other Junior New Members
- Be Recognized and Awarded for milestones and accomplishments



Year-One Experience Keys to Success:

- ✓ Continued participation in the New Member cohorts (platoons) with monthly training, issue resolution, and sharing of challenges and successes.
- ✓ Continued tracking of New Member Progress through Training Management Reporting and direct follow-up as needed.
- ✓ Flotilla involvement in Advanced Training, Mission-Oriented Activities and Fellowship.



Year-One Experience Keys to Success (Cont.):

- ✓ Achievement of at least one Certification.
- ✓ Appointed to an FSO position or training for an FSO position.
- ✓ Participate and Contribute with great enthusiasm.
- ✓ Continuous Improvement through Feedback and new ideas.
- ✓ Timely Award and Recognition – Make it a Big Deal!



TRAINING MANAGEMENT

We can't manage what we can't see...

The Training Management NET-THREE Team has the responsibility to:

- Develop and Run a set of reports that track the progress/milestones of the New Members.
- Alert the NET-THREE Team and FC/FSO-HR if a New Member is falling behind. The NET-THREE will make the necessary contacts and needed encouragement.
- Alert the NET-THREE team of New Member achievements that has an associate Recognition.



TAKEAWAYS



Are you Ready to Serve?

Prospective
Member
Orientation will
emphasize the
Benefits, Required
Effort and
Commitment



Onboarding

New Members will be managed
by the NET-THREE Team
through their first 100 days
covering Application to
BQ Status

Flotillas will provide a sense of
belonging by engaging them in
Activities, Events, Local
Training and Fellowship



First Year Experience

A Service Ready
New Member will
focus on
Certification,
Contribution and
Leadership Training

STRIVING FOR RECRUITING EXCELLENCE AND RESULTS

Through our NET THREE CAMPAIGN,
we will increase District membership
by **100 net new members** every year
for the next five years...

"District 11NR's greatness is a
reflection
of your greatness."

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Appendices...



New Member Cohort (Platoon)

- Every New Member will be assigned to a Cohort
- The Cohort will have a unique identity similar to a Platoon
- The Cohort will meet monthly on a virtual session
- Each Cohort Meeting will cover a learning topic
- What comes next
- Address any issues such as accessing ADII and Training Content
- Address any issues that are preventing a member from progressing
- Open Forum



Cohort Learning Topics:

- Obtaining and proper wearing of your first uniform
- Earning your first Ribbon
- Customs and Protocols
- AUXDATA II – Time Entry
- Mission Specific Overviews
- Participating in Events and Activities
- Awesome Things We Do (Auxiliary Opportunities)



New Member Guide – Led by DCAPT Don Anderson

- The guide will provide a guided/detailed approach to onboarding (first 100 days and first year)
- A hardcopy will be provided to each NM
- It will contain all informational, forms and how-to content
- The NM website will mirror the New Member Guide and contain the most current content in a PDF format.
- It will contain a milestones page/timeline for year one, with a very structured timeline for the first 100 days.
- A guide manager will be assigned to keep the guide and website current.



Onboarding – First 100 Days Checklist

- ☐ Completed Application submitted
- ☐ Member ID Received
- ☐ Completion of Area of Interest/Awesome Things We Do
- ☐ Completion of BQII Training
- ☐ Completion of Core Values Training
- ☐ Obtain ODU Uniform and/or Trops
- ☐ Participate in 3 Auxiliary Activities (PE, VE, OPS)
- ☐ Complete TCT online class
- ☐ Obtain BQ Status



Year-One Experience Checklist

- ☐ Complete Leadership Competency 1
- ☐ Complete APC (Auxiliary Procedure Course) or Flotilla Leadership Course
- ☐ Be appointed to an FSO position
- ☐ Complete VE Qualification - First Ribbon
- ☐ Participate/Lead an Auxiliary mission/activity
- ☐ Complete TCT Refresher
- ☐ Complete other required workshops (OPS, Instructor, VE, COMS, Air)
- ☐ Complete mission-specific training (Crew, IT, PA3, etc.)
- ☐ Recognition Points



Ideas & Suggestions...

1. Create a library of recruiting best practices for members to refer to.
2. Best practice recruiting pitch for members to use during or after events like PE classes. Successful pitches may already be out there. Share them with me, and I will publish them.
3. Communicate 2025 events to me so we can publish the dates on the D11NR website.
4. Standard PowerPoint Presentation any member can use.
5. Please keep the ideas and events coming...

