

N72 DIVISION COURSES

NCF LEADERSHIP AND ENGINEERING COURSES

CEC BASIC QUALIFICATION

CIN: A-4A-0010; CDP: 0202

COURSE DESCRIPTION: The purpose of the Civil Engineer Corps (CEC) Officer Basic Qualification Course is to orient newly commissioned and recently transferred CEC officers to their role in the Navy and prepare them to be immediately effective in their first CEC assignment. Total length of the course is 16 weeks.

The Division Officer Leadership Course (DIVOLC) comprises the first week of training in Port Hueneme. See Course Identification Number (CIN) P-7C-0100 for more information.

The next seven weeks of the course are referred to as "CEC Basic" and provide fundamental knowledge intrinsic to any CEC billet. Topics include: CEC officer orientation, organization and responsibilities of Naval Facilities Engineering Command (NAVFAC) and the Naval Construction Force (NCF), military awards and evaluations, professional development, oral and written communication, legal considerations, construction project management, military/civilian personnel considerations, and leadership/human relations. Two weeks are designated as the Expeditionary Phase, which includes classroom training and a military field training exercise. One week of the course is dedicated to Public Works Department Operations; see CIN A-4A-0103 for additional information. The final week of CEC Basic includes the NAVFAC 40-Hour Construction Safety Hazard Awareness Course.

At the completion of CEC Basic, students enter a two-week "Specialty Phase", where the courses completed depend on whether the student's ultimate duty station is a NAVFAC Public Works Department or an NCF unit (Seabees). For detailed descriptions of the three track courses available, see CIN A-4A-1112, Naval Construction Force Operations Basic; CIN A-4A-0102, Introduction to Facilities Management Division (FMD) and Production Division Operations; CIN A-4A-0101, Introduction to Facilities Engineering and Acquisition Division (FEAD) / Resident Officer in Charge of Construction (ROICC) Operations.

Upon completion of the Specialty Phase, students complete six weeks of online and in-classroom instruction on Department of Defense contracting rules and regulations provided by Defense Acquisition University (DAU).

PREREQUISITES: Eligible for this course are newly commissioned Civil Engineer Corps officers and officers recently transferred to the Civil Engineer Corps who have no previous active commissioned duty as a Civil Engineer Corps officer. Upon request, and when supported with sufficient justification, the Commanding Officer, Naval School, Civil Engineer Corps Officers may also grant waivers for attendance by other personnel.

RESERVES CEC BASIC QUALIFICATION

CIN: A-4A-0047; CDP: 036S

COURSE DESCRIPTION: The purpose of this course is to provide newly affiliated Reserve Component (RC) Civil Engineer Corps (CEC) Officers entry level training necessary to competently assume the duties of a CEC officer in the United States Navy and to provide the junior officer with the skills and opportunities for professional development similar to those of their active duty counterparts.

This two week course provides an introduction to Naval Construction Force (NCF) operations. It includes one week of classroom instruction and a one week field training exercise (FTX), and it is taught in conjunction with the Active Duty CEC Basic Officer Qualification Course. Training locations include Port Hueneme, CA and Fort Hunter Liggett, CA.

Course content includes: Units of the NCF, Organizational Equipment, Plans and Orders, Table of Allowance (TOA) and Weapons, Field Communications, Land Navigation, Marine Air-Ground Task Force (MAGTF) Overview, Patrols, Convoy Operations, Combat Operations Center (COC) Operations, Engineering Reconnaissance, Rules of Engagement (ROE), and the Field Training Exercise (FTX) Field Exercise.

PREREQUISITES: Direct Commission Officer Indoctrination or other approved officer accession program. A PHYSICAL FITNESS PROGRAM IS INCLUDED. PROSPECTIVE STUDENTS MUST BE WITHIN NAVY PHYSICAL STANDARDS PRIOR TO ATTENDING. Any student not within standards may be dis-enrolled from the course.

CEC CAPTAIN(S) LEADERSHIP SEMINAR

CIN: A-4A-0015; CDP: 04YZ

COURSE DESCRIPTION: The purpose of this course is to provide officers recently selected or promoted to Captain (O6) in the Civil Engineer Corps (CEC) with recent updates within the Naval Facility Engineering Command (NAVFACENGCOM), and the Navy Expeditionary Combat Command (NECC) focusing on recent leadership philosophies, mission strategies, and program management development in order to meet operational readiness, worldwide contingency, and expeditionary operations.

The Captain (Select) Leadership Seminar is an annual course developed for and under the guidance of the Chief of Civil Engineers. The course is designed to update the current status of the Civil Engineer Corps team and the programs it manages in support of Navy and Marine Corps operating forces. Course content includes: programs managed at the Naval Facilities Engineering Command, OPNAV, Commander Navy Installations Command, Regional Commander, and Headquarters Marine Corps level. Topic presentations pertaining to program management and leadership at these program levels facilitate open discussion on a wide array of important and timely topics. Knowledge of the current status on the many issues is acquired from senior guest speakers and subject matter experts.

PREREQUISITES: Selection to the rank of Captain (O6). Be invited to attend by the Chief of Civil Engineers. Recommended completion of CEC Lieutenant Commander CIN: A-4A-0021, and CEC Commander Leadership Seminars CIN: A-4A-0038.

DEPARTMENT HEAD LEADERSHIP COURSE

CIN: P-7C-0101; CDP: 07B0/03UY

COURSE DESCRIPTION: The Department Head Leadership Course (DHLC) supports officers en route to a Department Head assignment. Previous completion of the IOLTC (CIN P-7C-0023) or AOLTC (CIN P-1B-0006) satisfies the requirement for DHLC. The purpose of this course is to provide prospective Department Heads with the requisite naval leadership skills necessary to function as effective leaders as a Department Head. The Navy Leadership Competency Model (NLCM) assigns the following competencies to the Department Head development program: Accomplishing Mission, Leading People, Leading Change, Working with People and Resource Stewardship.

PREREQUISITES: Officers O1/W2 and above. Officers should have completed Division Officer Leadership Course (DOLC) as part of their career path.

JOINT ENGINEERING OPERATIONS COURSE (JEOC)

CIN: S-710-1320; CDP 08E8

COURSE DESCRIPTION: The Joint Engineer Operations Course (JEOC) provides the basic understanding required of all Armed Forces engineering officers and civilian employees who may be assigned to a joint engineer staff. The course introduces students to joint doctrine, planning and operations, and the type of engineer staff positions and associated products engineers are required to develop.

JEOC is a 2 phase course that consists of a 40 hour distributed Learning (dL) Phase and a 40 hour Resident Phase. The dL Phase consists of seven Modules with associated lessons that introduce the student to National Security Strategy Development, Joint Operations Planning, Joint Engineer Capabilities, JTF Engineer Staff Operations and Planning, Theater Engineer Operations, as well as considerations for working with interagency, intergovernmental and multinational organizations. The dL Phase helps prepare the student for Resident Phase attendance. The Resident Phase consists of facilitator led small group conference discussion and associated practical exercises (PE) and Joint Task Force Engineer seminar discussion via VTC, guest speaker or panel discussions. PE's include: Service Engineer Capabilities, Engineer Support Plan, Horizontal Staff Integration, Joint Engineer Functions, Facilities Engineering, and Outside the Wire Considerations.

PREREQUISITES: The distributed learning (dL) phase provides the knowledge, skills and enhances the abilities of students to participate in the practical exercises, directed discussions and comprehend the information provided by the SME Guest Speakers / Panel Discussions during the resident phase and must be completed prior to attending course; and selected individuals be in the grade of senior O-3 / junior O-4 engineer officers, senior noncommissioned officers (E7-E9) and selected civilians that require training to prepare them to work on or in support of a Joint Task Force Engineer Cell / Staff.

NAVAL CONSTRUCTION FORCE OPERATIONS ADVANCED

CIN: A-4A-1111; CDP: 06YL; 06YJ

COURSE DESCRIPTION: The purpose of this course is to prepare Naval Construction Force (NCF) officers (O3-O4) and senior enlisted (E8-E9) personnel with the advanced knowledge and skills needed to perform leadership and management duties upon returning to a NCF unit. Classroom and laboratory instruction will be provided in construction and contingency planning and operations, joint engineering capabilities, and force programs.

PREREQUISITES: Construction Battalion Operations CIN: 4A-0033, NCF Operations Basic CIN: A-4A-1112. One tour of duty with a NCF unit. Active and reserve component O3-O4 Civil Engineer Corps officer (510x, 653x, 753x). Seabee OF-7 Senior Chief and Master Chief Petty Officers. Officers of other designators and non-OF-7, Senior/Master Chief Petty Officers assigned or ordered to an NCF unit who fulfill the above requirements.

NAVAL CONSTRUCTION FORCE OPERATIONS BASIC

CIN: A-4A-1112; CDP: 07FB; 07FC

COURSE DESCRIPTION: The Naval Construction Force Operations Basic course is designed to prepare first-tour Officers and Chief Petty Officers with basic knowledge and skills needed to perform leadership and management duties upon reporting to a Naval Construction Force unit. Classroom and laboratory instruction will be provided in construction and contingency planning and operations, Naval Construction Force, and force programs, under normal conditions.

PREREQUISITES: Officers of other designators and non OF-7 Chief Petty Officers assigned to a Naval Construction Force unit. E6 personnel assigned to a Naval Construction Force unit may be selected based on availability of seats and active duty and reserve O1-O4 Civil Engineer Corps officers (510x, 653x, 753x); Seabee Chief Petty Officers OF-7.

NAVAL CONSTRUCTION FORCE PROSPECTIVE COMMAND ELEMENT (PCE)

CIN: A-4A-0030; CDP: 9142

COURSE DESCRIPTION: The purpose of this course is to prepare Civil Engineer Corps officers and Command Master Chiefs for duty as Commanding Officer, Executive Officer, or Command Master Chief as part of a Naval Construction Force Triad. This course will define the relationships with other components of the Navy Expeditionary Combat Command, Naval Facilities Engineering Command (NAVFACENGCOM), and the United States Marine Corps. Topics include the Navy Expeditionary Combat Command (NECC) and Naval Construction Group (NCG) Commander's Expectations, Commanding Officer Anti-Terrorism (COAT), NCF Operations, Readiness, Plans, Policy and Doctrine, Intel, Legal, 3M, Logistic update, Communications, FITREPS and promotion boards, Training update, DAPA, CMEO, Safety, Public Affairs, and Reserve Component (URTP, OSPLAN, ADT Schools, RUAD management, OSO, IMA, and Apply). The course updates students on the current status of Naval Construction Force employment concepts, command relationships, and programs.

PREREQUISITES: Active or Reserve Master Chiefs selected for duty as Command Master Chief of a NCF Unit, Active and Reserve CEC officers selected for duty as Commanding Officer or Executive Officer of a NCF Unit.

NAVAL CONSTRUCTION FORCE PROSPECTIVE OPERATIONS & TRAINING STAFF COURSE (POTSC)

CIN: A-4A-0039; CDP: 273X

COURSE DESCRIPTION: Purpose of this course is to prepare prospective senior staff to assume leadership positions within the Operations and Training Departments and to be responsible for readiness, training, operational employment, program management, and influencing internal and external relationships at force operational levels. The classroom and lab instruction emphasize doctrine, the Fleet Response Training Plan (FRTTP), Naval Construction Force (NCF) readiness and resources, management concepts and methodologies, mission planning tools, tactical employment, and guest speaker perspectives involving incumbent command leadership and current NCF operations.

PREREQUISITES: Selection by Chain of Command for position as NCF Operations Officer, Operations Chief, Training Officer, and Training Chief.

SEABEE CPO MANAGEMENT

CIN: A-710-0021; CDP: 04UJ; 325L

COURSE DESCRIPTION: The purpose of this course is to prepare the Active and Reserve Component Seabee Chief Petty Officers (OF-7) for the transition from lead technician/crew leader to first level manager in the Naval Construction Force or the Naval Shore Establishment by providing him/her the knowledge and skills necessary to execute administrative tasks and develop subordinates professional growth per applicable publication.

PREREQUISITES: Active and Reserve Seabee Chief Petty Officers (OF-7) who have been selected for advancement to E7. Upon request and when supported with sufficient justification, the Commanding Officer may grant waivers for attendance for other CPOs assigned to NCF units.

STAFF PLANNING

CIN: A-4A-0133; CDP: 04UH; 04CW

COURSE DESCRIPTION: The purpose of this course is to provide Naval officers and senior enlisted personnel assigned to the Naval Construction Force (NCF) an academic and practical course of instruction in expeditionary warfare staff planning. Students will be trained in doctrine, tactics, and techniques of Naval Expeditionary Warfare with a focus on NCF operations to support operational commander's ready force.

This course also addresses staff planning to include problem framing, course of action development, course of action war gaming, course of action decision-making, orders development, and transition. The target audience is Civil Engineer Corps Officers and OF-7 senior enlisted, and other officers and CPOs assigned to NCF units.

PREREQUISITES: Active duty and reserve Civil Engineer Corps officers (O1-O6), E7-E9 Seabee Chief, Senior Chief, and Master Chief Petty Officers, Occupational Field 7. Officers of other designators and non-OF-7 E-7 to E-9 assigned to an NCF unit and who fulfill the above requirements. Construction Battalion Operations course CIN: A-4A-0033, or NCF Operations Basic course CIN: A-4A-1112.