

2 Jan 20

MEMORANDUM

From: EOD Officer Community Manager, BUPERS-311E  
To: EOD Officer Community

Subj: GUIDELINES FOR CONDUCTING NAVY RESERVE OFFICER TRAINING  
CORPS (NROTC) RECRUITING VISITS

Encl: (1) ROTC EOD Officer Brief After Action Report (AAR)

Ref: (a) Master EOD Brief Schedule  
(b) EOD Officer Program Brief  
(c) MILPERSMAN 1220-410, Physical Screening Testing Standards and Procedures

1. The purpose of this memo is to lay out general guidelines for EOD Officers conducting NROTC recruiting visits. Visits to NROTC units at various college campuses is key in helping provide exposure of our Community to future Naval Officers who are commissioning from NROTC units. Every EOD Officer is capable of being a recruiter, whether that is through a formal brief at a unit, or informally through discussions with students who are interested in the program. The key is to highlight our Community's organization and what makes us unique, what a typical career path is for an EOD Officer, and how to apply for the program.

2. There are approximately 70 NROTC consortiums throughout the United States at various colleges. Reference (a) identifies each unit, when they were last briefed, and the contact information for those units. Each interested Officer should contact the EOD OCM or applicable EOD Group to confirm whether a school is available to provide an EOD Community brief. This list will also be sent out to all EOD Executive Officers and Chief Staff Officers for dissemination

3. Each school will have its own constraints on scheduling, interest from their students, or overall lack of interest from the unit leadership. The EOD Officer makes contact with the unit to ensure that their desired visit timeline meets the desire of the unit to receive the brief.

4. Once the brief has been scheduled, the EOD Officer should coordinate with the unit and attempt to conduct a physical screening test (PST) for any interested midshipman. The PST requirements for all portions of the test should be discussed to ensure the unit has the available facilities in accordance with reference (c). The EOD Officer can also ask to set up a no-host social before or after the unit brief for any midshipmen that are particularly interested in the program.

5. For standardization purposes, each brief should be given in Service Khakis unless otherwise directed by the CO of the NROTC unit. For the PST, it is recommended that each individual wear professional looking physical training clothing (i.e.: black shorts, brown command T-shirt).

6. Reference (b) is provided as a guideline for the discussion with the midshipman. Items to highlight from the brief are:

a. History and legacy of the Navy EOD Community. Discuss the strategic product lines

and what we do for the Navy and the Joint Force. Highlight future efforts regarding Countering Weapons of Mass Destruction, Special Operations Forces support, Expeditionary Mine Countermeasures and our strategic narrative.

b. EOD Officer Accession Pipeline. Discuss the typical experience through Joint Diving Officer (JDO) and EOD schools. Layout the timeline and what to expect through training.

c. Typical EOD Officer Career Path. Discuss the roles, responsibilities and potential employment post-EOD school through the first few tours as a Platoon and Company Commander. Highlight bonus opportunities, career progression and milestones (Department Head, Executive Officer, Commanding Officer, etc).

d. Recruiting, Exposure, Assessment and Selection. Discuss the “exceptional exposure weekend” opportunities, summer cruise application and what to expect during summer cruise and beyond. Highlight that there is attrition even through the application process, as we have to do quality cuts to ensure that the best candidates are assessed and selected into the program.

e. Personal Experiences. One question in particular continues to resonate with the midshipman: “Why did you chose EOD”, or “Why did you chose EOD over NSW”. The latter is often important for NROTC midshipman as they do not get to choose two summer cruises for exposure to both communities.

5. Once the visit is complete, please fill out the After Action Report (enclosure (1)) to provide feedback on visits to units that are not visited as often. It will also provide other EOD Officers what questions to expect, what we need to cover in the base brief, and where we need to focus our efforts on exposure to the Community.

6. This is a guideline. Each Officer can use this as a baseline for their visit. It is encouraged that each Officer discuss their own experiences and highlight that each Officer that comes into the program will have their own. No two careers in the EOD Community are identical.

7. For feedback, questions or concerns, please contact the EOD OCM at [Nicholas.r.quihuis@navy.mil](mailto:Nicholas.r.quihuis@navy.mil).

N. R. QUIHUIS

From:

To: EOD Officer Community Manager (BUPERS-311E)

Subj: EOD OFFICER COMMUNITY WARFARE AND ACCESSIONS BRIEF AFTER  
ACTION REPORT

1. Date of Brief:

2. Duration:

3. Unit(s) Present:

4. Number of personnel present:

5. Number of personnel expressing interest in EOD:

6. Are facilities available to run a local screener?

7. Questions asked not covered in the PowerPoint Presentation:

8. Recommendations/Lessons Learned:

