From: Commander, Navy Reserve Forces Command

Subj: ASSOCIATION OF THE UNITED STATES NAVY JUNIOR OFFICER OF THE YEAR AWARD

Encl: (1) Nomination Format

1. Purpose. The Association of the United States Navy (AUSN) presents the Junior Officer of the Year (JOY) award annually to recognize performance excellence by Navy Reserve junior officers. This award will recognize two junior officers (one line and one staff corps) serving on active duty as Full Time Support (FTS) and two junior officers (one line and one staff corps) serving as a satisfactory participant drilling in the Navy Reserve. This is a complete revision and should be read in its entirety.

2. Cancellation. COMNAVRESFORCOMINST 1650.3.

3. Eligibility Requirements. Each candidate must:
   a. Be a commissioned junior officer (Ensign through Lieutenant Commander) line or staff serving as FTS or drilling Reservist in a pay or non-pay status.
   b. Not be selected for promotion to Commander.
   c. Not be a previous recipient of this award.

4. Selection Criteria. A candidate must exemplify characteristics expected from an outstanding Naval Officer. Criteria used in the selection process will include:
   a. Demonstrated leadership abilities with proven potential to serve in billets with greater responsibility.
b. Performance and accomplishments during the last calendar year. May include civic accomplishments, if characteristic of the officer’s leadership abilities, but should emphasize performance of military duty.

c. Notable contributions to the mission of the Navy Reserve Force.

d. A minimum of 6 months in the job from which nominated.

5. Nomination Procedures. Navy Reserve units/activities/commands should submit nominees for a written endorsement through appropriate chain of command to reach Commander, Navy Reserve Forces Command (N01A) as stated in the annual message announcing subject award. Nomination format is in enclosure (1). Additionally, the nomination package will include one full-length photograph in service khaki uniform, as required for the permanent officer personnel record. There is no requirement for echelon IV commands to prioritize multiple nominees from within their area of responsibility via a local board.

6. Board Membership. Solicitation for selection board membership will be by Naval message released by COMNAVRESFOR each November. Board members will consist of 05/06 FTS and Selected Reserve leadership representing a broad spectrum of expertise and experience.

7. Selection of recipients. The AUSN will chair a selection board at the end of March to review nomination packages and select the recipients. A message will announce the recipients of the award. Formal presentation of the award will be made at the National AUSN Conference at a place to be determined. Navy Reserve Forces Command will fund travel for this event for the recipient of this award.

D. J. BURNS
Chief of Staff

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https://www.navyreserve.navy.mil
NOMINATION FORMAT

From: Member’s Navy Reserve Unit/Activity/Command
To: Commander, Navy Reserve Forces Command (N01A)
Via: Member’s Echelon IV activity

Subj: NOMINATION FOR THE ASSOCIATION OF THE UNITED STATES NAVY JUNIOR OFFICER OF THE YEAR AWARD

Ref: (a) COMNAVRESFORCOMINST 1650.3A

Encl: (1) Full length 5” x 7” color photo in Service Khaki Uniform

1. Per reference (a), (rank, first name, middle initial, last name) is nominated for the 20__ (calendar year) Association of the United States Navy Junior Officer of the Year award.

2. Complete information of member nominated:
   a. Name: (first, middle initial, last name)
   b. Designator:
   c. Home mailing address:
   d. Home and work phone:
   e. Home and work E-mail addresses:
   f. Date of rank:
   g. Current unit affiliation with address:
   h. Date received into the current unit:
   i. Number of months at unit/command:
   j. Assignment history (list previous commands (active and Reserve) in chronological order)
   k. Awards received during nomination period (significant civilian awards may be included):

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3. Utilizing the following format, write a brief synopsis justifying selection (limit to two typewritten pages).

   a. Significant military achievements within the past year which warrant selection. If applicable, emphasize contributions to overseas contingency operations.

   b. AT/ADT/ADSW completed during nomination timeline. If applicable, emphasize impact on unit mission and impact on supported command.

   c. Civilian experience/achievements (licenses and certifications common to certain professions).

   d. Community involvement.

4. If you have any questions, please contact (member’s Navy Reserve Unit/Activity) at (phone number).

   (Reserve Unit/Activity CO/OIC)