

REQUEST FOR PETTY OFFICER PROMOTION

U.S. Naval Sea Cadet Corps – Kentucky Division

Cadets should understand that PETTY OFFICER is a position of earned trust, not expected privilege. It reflects the confidence of the unit officers that the cadet is ready and willing to accept responsibility, reflect maturity, and provide excellent leadership and mentoring qualities.

KENTUCKY DIVISION requires a higher level of performance than what is stated as the minimum basic requirements for Petty Officer promotion in the USNSCC. Cadets who do not feel prepared to accept this high level of responsibility and leadership as expected by KYDIV should not request promotion until they have received additional training to equip them with these much needed skills.

REQUIREMENTS FOR PETTY OFFICER PROMOTION

- Submission of Request for Petty Officer Promotion form** (prefer typed, but handwritten is acceptable provided it is legible)
 - Must be emailed to the Commanding Officer at least one week prior to the requested interview date
- Leadership Summary Paper** (typed, double-spaced, 12-pt font) Each subsequent paper should be a new document that does not just simply add a page to the previous submission. Your answers to these questions should evolve as you develop your leadership skills.
 - Must be emailed to the Commanding Officer at least one week prior to the requested interview date

Topics to be covered in 1-2 pages for E3 to PO3:

 - What is leadership?
 - What is the Petty Officer's role in leadership within a unit?
 - Detail three examples of good leadership qualities.
 - Detail three examples of poor leadership qualities.
 - Why do you want to be a Petty Officer in KYDIV?
 - What strengths will you bring as a Petty Officer to KYDIV?

Topics to be covered in 2-3 pages for PO3 to PO2: In addition to the topics above, also address these topics:

 - What you have learned about your leadership style as a current PO? (surprises, difficulties, disappointments)
 - What do you hope to do differently in your leadership style as a higher ranking PO?

Topics to be covered in at least 3 pages for PO1 to CPO: In addition to the topics above, also address these topics:

 - How is the role of PO1 and CPO different from PO2 and PO3?
 - Who is someone you have met in the NSCC program that has most influenced your leadership style?
 - What do you hope to pass down to younger/newer cadets during your leadership in KYDIV?
- Interview with Promotion Review Board**
 - Must be requested in writing at least one week prior to the requested interview date

REMEMBER...promotion to Petty Officer is an EARNED position of responsibility, not an entitlement simply because basic requirements have been fulfilled. Officers reserve the right to recommend postponement of promotion if deemed necessary based on maturity, behavior, attendance, or other contributing factors. The cadet may be asked to complete additional requirements or training to be more prepared for this position of responsibility before promotion is granted.

Commanding officers hold the ultimate authority to recommend a cadet for advancement, or to withhold a recommendation until a cadet matures, gains more leadership experience, or for any other reason which will benefit the cadet, the unit, or the Corps.

(Ref: NSCC/NLCC Admin Manual 0107 NSCC Cadet Advancements)

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U.S. Naval Sea Cadet Corps – Kentucky Division

Name _____
(last, first, middle initial)

Date _____

Current rank: E3 PO3 PO2 PO1

Requested Rank: PO3 PO2 PO1 CPO

Requested interview date: _____

LEADERSHIP

Leadership positions held in KYDIV:

Leadership positions you are working toward achieving in KYDIV:

Non-USNSCC leadership positions held *(school, church, community)*:

Non-USNSCC leadership positions you are working toward achieving:

ACHIEVEMENTS

Highest achievements in KYDIV:

Goals you are working toward achieving in KYDIV:

Non-USNSCC achievements *(school, church, community)*:

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Non-USNSCC goals you are working toward achieving (*school, church, community, future career, personal enrichment*):

AWARDS

Name the two NSCC ribbons/awards you have earned that are most meaningful to you and why:

1. _____
2. _____

Name two NSCC ribbons/awards you hope to earn during your Sea Cadet career and why:

1. _____
2. _____

TRAININGS

Name two NSCC trainings that you have attended that are most meaningful to you and why:

1. _____
2. _____

Name two NSCC trainings you hope to attend during your Sea Cadet career and why:

1. _____
2. _____