DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

IN REPLY REFER TO
4 May 01

MEMORANDUM FOR MAJOR CLAIMANT STAFF CHAPLAINS

Subj: FOCUS 04/01 (RECRUITING INITIATIVES)

Ref: (a) BUPERSINST 1610.10, Annex N, Enclosure (2)

Encl: (1) Chaplain Corps Recruiting Referral Form

1. At the 2001 All Flag Officers Conference, the CNO reiterated his top five priorities. First among these is Manpower. Admiral Clark stated, "We have a campaign plan which is being waged on three fronts . . . recruiting the right people, retaining those we want to be long-term leaders in our institution, and attacking attrition."

2. At Senior Leadership Conference 2001, I echoed the CNO's priorities for the Chaplain Corps. Meeting our Manpower priority demands effective recruiting. Like the rest of the Navy, recruiting into the Chaplain Corps is a significant challenge. Unless we are successful in meeting our goals, future inventory shortages will threaten our ability to meet the religious ministry needs of the Sea Services. In the past year our total accessions have improved and the shortages are slowly being reduced, but we can and must do better.

3. To meet this challenge, Chaplain Corps Recruiting requires involvement from more than the five chaplains detailed to Navy Recruiting Command. It is my task as well as yours. Meeting the spiritual needs of personnel and their families in the Navy, Coast Guard, and Marine Corps in the future depends on recruiting the best candidates and retaining the best chaplains for Sea Services ministry.

4. **The purpose of this FOCUS is to provide guidance on cooperative ways to better meet our recruiting and retention goals.** I ask each Claimant Chaplain to explore and utilize the resources of your claimancy to assist these efforts. Your innovation is encouraged. The following are some initiatives for which I ask your support:

a. Seek ways to involve all chaplains and RPs in building rapport with key religious leaders and hosting them in military

surroundings. Visit colleges and seminaries. Use every means available to expose the community of faith to military ministries.

b. In order to streamline referrals of potential chaplains, an electronic "Chaplain Corps Recruiting Referral Form," is available on the recruiting page of the Chaplain Resource Branch web site. Enclosure (1) is a preview copy of the form. Each referral will be forwarded to the appropriate Chaplain Corps Recruiter. After initial contact, the Recruiter will reply to the referral originator to confirm the contact. When a referred individual qualifies and is commissioned with a 4105 designator, notification will be made to the referral originator.

c. I thank each individual who makes significant contributions to Chaplain Corps recruiting. **I request that each Claimant Chaplain provide, directly to me, names of individuals who achieve noteworthy accomplishment in the area of Chaplain Corps recruiting with a brief description of their efforts. In response, I will provide a Letter of Appreciation for their involvement.**

d. Encourage reporting seniors to note successful retention efforts in Fitness Reports, consistent with reference (a), as quoted below:

N-11. Required Evaluative Comments. Comment is required in all cases indicated:

Retention Performance. In reports on commanding officers and other officers with responsibility for enlisted personnel, comment on retention efforts and quality of results. Consider contribution to program awards, "Golden Anchor," results from latest command retention evaluation, etc. Also comment on retention of junior officers wherever appropriate.

5. I consider cooperation in this effort one of our highest priorities. I welcome additional suggestions. May God bless you as you assist in "casting nets" for those who will join us in service.

Barry C. Black

BARRY C. BLACK
Chief of Chaplains

Copy to:
CNO (N097C, N097A, N971, N973, N977)

Chaplain Corps Recruiting Referral Form

2001

Date:

Candidate Information:

Name:		
Address:		
City:	State:	Zip:
Phone:		
Email:		
Age:	U.S. Citizen?: ☐ Yes ☐ No	
MDiv Complete?: ☐ Yes ☐ No		
Grad School Attended:		

Originator Information:

Rank:	Name:
Command:	
Command Address:	
Comm. Phone:	DSN:
Email:	

Paper copy may be mailed to: Commander, Navy Recruiting Command
ATTN: Chaplain Gary Carr
5722 Integrity Drive
Bldg. 784, Code 316
NSA Millington, TN 38054-5057

Enclosure (1)