



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND AND FORT KNOX
1ST CAVALRY REGIMENT ROAD
FORT KNOX, KENTUCKY 40121-5123

REPLY TO
ATTENTION OF

ATCC-JR

6 February 2019

MEMORANDUM FOR All USACC Brigade JROTC Chiefs and Directors of Army Instruction

SUBJECT: Memorandum of Instruction (MOI) for the FY19 US Army Cadet Command Brigade JROTC Chiefs and Directors of Army Instruction Course, 10 – 14 March 2019

1. Purpose: The purpose of this MOI is to outline the scope, concept of operations, guidelines, and other parameters for the FY19 Brigade JROTC Chiefs and Directors of Army Instruction (DAIs) Training Course #601 - 19 that will be conducted 10 – 14 March at Fort Knox. KY.

2. Reference:

a. Army Regulation (AR) 145-2, Junior Reserve Officers' Training Corps Program, Effective Date: 24 Feb 2000.

b. Cadet Command Regulation (CCR) 145-2, Junior Reserve Officers' Training Corps Administration and Operation, Effective Date: 1 February 2012.

c. Annex A: US Army Cadet Command JROTC AY 18/19 Annual Training Guidance to USACC OPORD 18-02-030, USACC Annual Training Guidance, Academic Year (AY) 18-19 (Change 1), dated 28 August 2018.

3. General Overview:

a. The Brigade Chiefs/DAIs Training Course has proven to be instrumental in enhancing the Army JROTC Strategic Plan and developing best practices with regard to (WRT) supporting a myriad of training, teaching, resourcing and providing operational support for our units, instructors, and Cadets. This year's workshop will be key to facilitating the next decade of moving the program forward.

b. Every Brigade Chief and DAI will attend the FY19 training workshop. This will count as a recertification course for DAIs who are scheduled for recertification during the FY19 – FY21 timeframe.

c. The 2019 Brigade Chiefs/DAIs Training Workshop is focused on the following primary objectives:

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- Provide a venue and opportunity for Brigade JROTC Chiefs and DAIs to participate in developing and structuring way-ahead strategies, priorities, and pathways for Army JROTC.
- Explore/discuss topics that will help move JROTC forward and enhance accomplishment of the JROTC mission.
- Engage educators, innovators, industry leaders, and centers of influence (COI) who can assist accomplishment of the JROTC mission.
- Develop and provide feedback to the JROTC world WRT the next steps to revise current JROTC practices and procedures, and developing/implementing new ones.

4. Concept of Operations: The 2019 Brigade Chiefs/DAIs Training Workshop will feature the following topics in support of the three primary Army JROTC priorities which are as follow:

- Market, recruit, train, and retain competent, professional Instructors.
- Maintain a world-class citizenship curriculum within the character/leadership development academic standards.
- Sustain, guide, and execute strategies to enable the JROTC program to remain relevant, both technologically and aligned with the nation's values to 2030 and beyond.

Workshop Topics:

a. Career and Technical Education (CTE) CTE: Identifying Creditable CTEs for High Schools, and Their Applicability for JROTC.

b. Expanding JROTC into Undersubscribed Areas of the Nation

c. Expanding STEM and Developing Hybrid JCLCs

d. CCR 145-8-3: Making the JPA More Relevant to Develop More Efficient JROTC Units

e. Expansion of Co-Curricular Events for JROTC Units

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- f. Marketing the JROTC Brand to Recruit High Quality JROTC Instructors
- g. Revising the JSOCC Course to Develop More Proficient Instructors
- h. Enhancing JROTC Synergy (Focus on Senior ROTC programs and USAREC),

5. Tentative Itinerary:

Sunday, 10 March 2019 Day of Travel / Hotel Check-in (Newgarden Inn)

Monday, 11 March 2019 1st Day of Training (0800-1700 hours)
Training Location – Palma Hall, Room 131

Tuesday, 12 March 2019 2nd Day of Training (0800-1700 hours)
Training Location - Olive Theater

Wednesday, 13 March 2019 3rd Day of Training (0800-1630 hours)
Training Location - Hill Hall (Rooms 130, 131, & 132)

Thursday, 14 March 2019 4th Day of Training & Day of Departure (0800
1500 hours)
Training Location – Olive Theater

6. Brigade Training Seat Allocations: All Brigade Chiefs and DAIs will attend, unless specifically excused by the Director, Army JROTC. Request Mr. Willie Burton (6th Brigade) and Mr. Johnee Carr (5th Brigade) also attend.

7. Rental Vehicle Allocations:

<u>Brigade</u>	<u>Tentative # of Attendees</u>	<u># of Rental Vehicles</u>
2 nd Brigade	3	2
3 rd Brigade	4	2
4 th Brigade	6	3
5 th Brigade	11/12	5
6 th Brigade	15	6
7 th Brigade	7	3
8 th Brigade	7	3

8. Coordinating Instructions:

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a. Attendees to the FY19 Brigade JROTC Chiefs and Directors of Army Instruction Training Workshop are reminded to bring with them the following items:

- Government laptop computer with charger
- Web Site/JUMS/JCIMS Log-in Information
- Read-Ahead Packets (will be provided by 14 February 2019)
- Workshop Welcome Packet (Included in this packet of materials)
- Class A or ASU jacket if DAIs attending the course would like to take or update their photos

b. Attire: The attire for the FY19 Brigade JROTC Chiefs and Directors of Army Instruction Course is Class B ASUs for DAIs, and civilian business casual (collared shirts, slacks/khaki pants) for Brigade JROTC Chiefs/Civilian Personnel - no jeans, no exercise/sweat suits, T-shirts, or flip-flops, and no hats in the classroom. Again, if DAI personnel attending the course need an updated photo, please bring your complete uniform, to include ASU jacket.

c. Lodging: Attendees will be billeted in the Holiday Inn – Newgarden Inn on Fort Knox, KY. The reservations are being made with the hotel by JROTC HQs (Mr. Jervis Blanding). Please refer to the FY19 JROTC Welcome Packet (included in this packet and located on the JROTC web site). All hotel rooms are centrally billed to JROTC. Brigade staff and DAIs will not include hotel charges in DTS for reimbursement. Brigades will prepare Invitational Travel Orders (ITO) in DTS for invited Centers of Influence (COIs) guest speakers and presenters. Hotel rooms for COI personnel will be centrally billed to JROTC and will not be included for reimbursement on the ITO created in DTS.

d. Bus Transportation: A Fort Knox TMP bus will be available on Sunday, 10 March, and will make one trip to/from the Louisville Airport to the hotel. The bus will arrive at the Louisville Airport about 2000 hours, and depart for Fort Knox at 2200 hours enroute to Fort Knox. The bus will also be available on Wednesday, 13 March to transport the class to the Samuel Adams Restaurant for lunch, and back to Hill Hall for continued group work.

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If there is a question WRT attendees for the course, Brigade Chiefs must call either Mr. Wood or Mr. McMullen for clarification or for exception to the provisions as stated.

9. Points-of-contact Information:

a. The primary point-of-contact for the FY19 Brigade JROTC Chiefs and Directors of Army Instruction Course and this memorandum is the Chief, Training & Operations, Mr. Jim Wood, (502) 624-1793, james.e.wood20.civ@mail.mil.

b. Alternate POCs are Ms. Gracie Park, JROTC Operations, (502) 624-1327, gracie.m.park.civ@mail.mil; and Mr. Jervis Blanding, (502) 624-1809, Jervis.a.blanding.civ@mail.mil who is responsible for training seat allocations, bus service and lodging.

c. Please feel free to call us if you would like additional information or if we can help you further.

4 Encl

/Approved/
MICHAEL A. STINNETT
COL, US Army
Director, JROTC