D. NOAA Org Code

F. Project-Task

NOAA COMMISSIONED OFFICER BILLET DESCRIPTION

A. Billet Number B. B. Billet Title C. Grade Requested D. Type of Submission E. Minimum amount of overlap between incumbent officer/reporting officer for continuity of duties F. Duty Type G. Estimated Length of Assignment SECTION 2 - DUTY STATION ADDRESS AND CONTACT INFORMATION A. Street Address B. Street Address C. City D. State E. Country F. Zip Code G. Office X H. Mobile I. Fax SECTION 3 - OFFICER EVALUATION REPORTING A. Supervisor 1. Name 2. Position 3. Grade A. Email S. Office X G. Mobile B. Reporting Officer (2nd Level Supervisor) 1. Name 2. Position 3. Grade A. Email S. Office X G. Mobile S. Office X G. Mobile S. C. Reviewer (Normally the Reporting Officer's Supervisor) 1. Name 2. Position 3. Grade 4. Email S. Office X G. Mobile	NOAA COMMISSIONED OFFICER BILLET DESCRIPTION
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	1. Staff or Line Office 2. Office, Center, or Lab
B. NOAA Goal/Subgoal C. Program	3. Division 4. Branch 5. Section or Team
	B. NOAA Goal/Subgoal C. Program

E. NFC Org Code

SECTION 5	5 - PR	OGRAM, PRO	JECT O	R ACTIVIT	Y OVERV	IEW				
SECTION 6	S - DU	TIES AND RES	SPONSI	IBILITIES						
		ties and Respons								
6B Division o	f Duties	and Responsibili	ties Tota	ıl Must = 1000	<u></u>					
_	, Dulle	_					. -			- 4000/
Technical		+ Operational	+	Leading an	u ivianaging		+ E	Executive Lead	uersnip	= 100%

SECTION 6 - DUTIES AND RESPONSIBILITIES (continued)						
6C. Resources M	lanaged					
1. Human						
Does the Officer	supervise personnel?	○ Yes ○ No Number of personnel supervised				
Grades of super	rvised personnel					
Will the Officer le	ead people, but has no su	pervisory responsibilities? Yes No Number of personnel led				
Grades of perso	onnel led					
2. Fiscal						
Will the Officer h	nave budget responsibility	Pollar Amount (K)				
		onsible for managing Government assets such as ships, aircraft, boats, etc? If so, list scription and when known, replacement value (indicate if estimated):				
SECTION 7 - I	LEADERSHIP PRER	FOUISITES				
GRADE	LEADERSHIP MATURITY LEVEL	LEADERSHIP COMPETENCIES NEEDED FOR THIS BILLET				
	Leading Self	☐ Core Values & Conduct ☐ Health & Well Being ☐ Responsibility				
ENS (O1)		☐ Followership ☐ Adaptability				
LTIC (O2)	Leading Others	☐ Interpersonal Skills ☐ Continuous Learning ☐ Technical Proficiency				
LTJG (O2)		☐ Listening ☐ Speaking				
1.7 (00)		☐ Writing ☐ Team Building ☐ Leveraging Diversity				
LT (O3)		☐ Influencing Others ☐ Developing Others ☐ Execution				
1.000.000	Leading Performance and Change	☐ Decisiveness ☐ Problem Solving ☐ Conflict Management				
LCDR (O4)		☐ Customer Focus ☐ Entrepreneurship				
CDR (O5)		☐ Creativity & Innovation ☐ Human Capital Management				
ODIT (03)		☐ Financial Management ☐ Technology Management				
CAPT (O6)		☐ External Awareness ☐ Strategic Thinking ☐ Political Savvy				
and Leading Organizations						
_eadership Prere	quisite Comments (Option	nal)				

SECTION 8 - OPERATIONAL PREREQUISITES A. Marine Prerequisites Officer of the Deck Senior Watch Officer ECDIS ☐ Dynamic Positioning ☐ Boat Deployment MedPIC Coxswain/OIC ☐ HAZWOPER ☐ AUV Deployment U/W UAS Deployment ☐ Buoy/Mooring Qualified Trawl Qualified Longline Qualified ☐ Hydro Launch PIC ☐ Foreign Port Calls B. Aviation Prerequisites Co-Pilot Pilot Aircraft Commander Mission Commander Instructor Pilot Hurricane Qualified Alaska/Wilderness Qualified Flight Meteorologist ☐ International Flights ☐ UAS Pilot C. Dive Prerequisites ☐ Scientific Diver Working Diver Advanced Working Diver Master Diver Dive Master ☐ Dive Medic Unit Diving Supervisor D. Additional Operational Prerequisites (security clearances, special training) and Operational Prerequisite Comments (Optional) SECTION 9 - PROGRAM, PROJECT, OR ACTIVITY PREREQUISITES List specific qualifications, knowledge, skills or abilities required prior to reporting to this billet. For example: budget (MARS, CBS); personnel; contracting (COTR, Warrants); Scientific (IHO Cateogry A, scientific papers/publications, GIS); engineering (marine survey, ABYC, ABS, FAA); regulatory (US Code, CFR); information technology (databases, networks, programming).

SECTION 10 - LEADERSHIP DEVELOPMENT

GRADE	LEADERSHIP MATURITY LEVEL	LEADERSHIP COMPETENCIES DEVELOPED IN THIS BILLET					
ENS (O1)	Leading Self	☐ Core Values & Conduct☐ Health & Well Being☐ Responsibility☐ Followership☐ Adaptability					
LTJG (O2)		☐ Interpersonal Skills ☐ Continuous Learning ☐ Technical Proficiency ☐ Listening ☐ Speaking					
LT (O3)	Leading Others	 □ Writing □ Team Building □ Leveraging Diversity □ Influencing Others □ Developing Others □ Execution 					
LCDR (O4)	Leading Performance and Change	□ Decisiveness □ Problem Solving □ Conflict Management □ Customer Focus □ Entrepreneurship					
CDR (O5)		 ☐ Creativity & Innovation ☐ Human Capital Management ☐ Technology Management 					
CAPT (O6) and RADM (O7/O8)	Leading Organizations	☐ External Awareness ☐ Strategic Thinking ☐ Political Savvy ☐ Vision ☐ Partnering					
SECTION 11	- OPERATIONAL DE	VELOPMENT					
A. Marine Development Officer of the Deck Senior Watch Officer ECDIS Dynamic Positioning Boat Deployment MedPIC Coxswain/OIC HAZWOPER AUV Deployment U/W UAS Deployment Buoy/Mooring Qualified Trawl Qualified Longline Qualified Hydro Launch PIC Foreign Port Calls							
B. Aviation Development							
□ Co-Pilot □ Pilot □ Aircraft Commander □ Mission Commander □ Instructor Pilot □ Hurricane Qualified □ Alaska/Wilderness Qualified □ Flight Meteorologist □ International Flights □ UAS Pilot							
C. Dive Development							
☐ Scientific Diver ☐ Working Diver ☐ Advanced Working Diver ☐ Master Diver ☐ Dive Master ☐ Dive Medic							
☐ Unit Diving Supervisor							
D. Additional Operational Development (security clearances, special training) or Operational Development Comments (Optional)							

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personnel; contracting survey, ABYC, ABS, F	tions, knowledge, skills or abilities to be developed in this billet. For example: budget (MARS, CBS); ng (COTR, Warrants); Scientific (IHO Cateogry A, scientific papers/publications, GIS); engineering (ma FAA); regulatory (US Code, CFR); information technology (databases, networks, programming).	irine
	RITICAL SUCCESS CRITERIA rable performance goals which would represent successful performance in this billet.	

SECTION 14 - ROUTING, REVIEW, RECOMMENDATION AND APPROVAL

A. Developer's Statement					
"I certify that I have written this billet description and certify that it is a true and correct representation of the billet."					
1.Signature		2. Date			
3. Name	4.Title/Position				
B. Supervisor's Statement					
"I have reviewed this billet description and certify that it is	s a true and corre	ect representation	on of this billet "		
1.Signature		2. Date			
3. Name	4.Title/Position				
C. Reviewing Officer's Statement					
"I have reviewed this billet description and certify that this	s billet is a priorit	y for my Line, St	taff, or Headquarters Office."		
1.Signature		2. Date			
3. Name	4.Title/Position				
D. Commissioned Personnel Center Endorsement					
"I am the OMAO/CPC Officer Career Management Division	n representative.	I recommend	of this billet."		
1.Signature		2. Date			
3. Name	4.Title/Position				
D. Director, NOAA Corps Endorsement					
"I am the		and I	this billet."		
1.Signature		2. Date			
3. Name	4.Title/Position				