

# U.S. NAVAL SEA CADET CORPS

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20 August 2001

## **NSCC ACTION LETTER 9-01**

From: Executive Director, Naval Sea Cadet Corps

To: Distribution

Subj: Establishment of Instructor of the Year Award

Ref: NSCC Awards Manual, Chapter Two

1. **Purpose.** This Action Letter announces establishment of an Instructor of the Year Award.
2. **Background.** While the Reference provides for various major individual awards, it does not currently outline any program to recognize the contributions of Instructors.
3. **Discussion.** An endowment has been established to provide funding for annual national recognition of major contributions of an NSCC/NLCC Instructor of the Year. This Action Letter establishes an Instructor of the Year Award to recognize a registered volunteer Instructor who has excelled in supporting training and/or administration and/or other needs of the Instructor's unit during the past full calendar year. Criteria for this recognition is intentionally not specified to allow for consideration of various strengths individuals bring to units. Interest proceeds from the permanent endowment will fund appropriate tangible recognition for the individual selected as Instructor of the Year. Until the endowment is of suitable size, recognition will be limited an inscribed plaque to be presented to the selected Instructor at the local unit. It is to be presented by a NSCC Board member, Field Representative, or Regional Director, as appropriate.
4. **Action.** Commanding Officers will submit letter nominations for this award to the Regional Directors no later than 1 November of each year, in the manner of other awards as outlined in Section III, Paragraph 5 of subject Manual.
5. **Cancellation.** This Letter is canceled when changes are made in the NSCC/NLCC Awards Manual.



M. D. FORD

Distribution:

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