

Department of the Army
 Circular 601-00-2
 Headquarters, U.S. Army ROTC
 Cadet Command
 Fort Monroe, Virginia 23651-5000

*Cadet Command

22 June 2000

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Personnel Procurement
 Reserve Officer's Training Corps (ROTC) Gold Bar Recruiter Program (GBRP)
 FY Year 2000

Summary. This circular provides guidance on requesting, identifying, selecting, and utilizing Second Lieutenants (2LT) participating in the GBRP.

Applicability. This circular applies to members of the U.S. Army Cadet Command, cadets participating in the ROTC program, and officers selected to participate in the GBRP.

Supplementation. This circular may be supplemented with approval from the Commander, U.S. Army Cadet Command, ATTN: ATCC-PS, A, Fort Monroe, Virginia 23651-1052.

Suggested improvements. The proponent of this circular is the Personnel and Administration Directorate, U.S. Army Cadet Command. Send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, US Army Cadet Command, ATTN: ATCC-PS-A, Fort Monroe, Virginia 23651-1052. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal).

Availability. This circular is also available on the U.S. Army Cadet Command Homepage at <http://www-rotc.monroe.army.mil/firstregion/pubs/pubmgmt.htm>.

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1. Purpose. This circular provides guidance on requesting, identifying, and selecting cadets/lieutenants for participation in the GBRP, and the utilization of 2LTs participating in the GBRP.

2. Responsibilities.

a. Headquarters, U.S. Army Cadet Command will--

- (1) Provide administrative and utilization guidance.
- (2) Receive and process requests for GBRs from the Professor of Military Science (PMS).

*This circular supersedes Memorandum, HQ Cadet Command, ATCC-PA, 28 Apr 97, SAB as changed by Memorandum, HQ Cadet Command, ATCC-PA, 5 May 98, subject: Change 1, Gold Bar Recruiter Program MOI.

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(3) Select cadets/lieutenants for GBR duty based on requests and eligibility (Officer Basic Course (OBC) quotas and duty status).

(4) Issue and distribute appropriate orders.

b. Professor of Military Science (PMS) will--

(1) Verify eligibility and document volunteer status (completion of release statement at Appendix A) of GBR applicants.

(2) Submit requests in accordance with (IAW) this circular.

(3) Utilize GBRs IAW this circular.

3. General. The GBRP started as a means of reducing the demand for Branch Officers Basic Course (BOBC) seats during peak periods (late spring, early summer). While that benefit still applies, the primary objective of the GBRP is to increase annual enrollment. The Gold Bar Recruiter (GBR) makes the greatest impact for ROTC by working with the high school and select on-campus markets.

4. Eligibility Criteria. Officers nominated as a GBR must meet the following criteria:

a. Selected for immediate active duty (IA)/active duty (AD). Cadets not yet accessed or selected for any other duty status; e.g., educational delay (DL) are not eligible for GBR duty

b. Medical Service Corps Lieutenants may serve as GBRs provided they attend the earliest possible OBC class.

c. Army Nurse Corps (ANC) Lieutenants may serve as GBRs provided they:

(1) Have taken and passed the National Council Licensure Examination for Registered Nurses (NCLEX-RN) within the required 60 days after graduation. Region Chief Nurses will inform the Cadet Command Chief Nurse when a lieutenant passes the NCLEX-RN.

(2) Attend the earliest possible OBC class after passing the NCLEX-RN. If there is sufficient time prior to the earliest available OBC, the Cadet Command Chief Nurse will coordinate a GBR duty status with the HQCC, Accessions Branch, ANC Accession Officer, and Assignment Officer. Approval is based on needs of the Army Nurse Corps and budgeted end-strength requirements.

5. Administrative Procedures.

a. The PMS requests a GBR by submitting a memorandum to Headquarters, U.S. Army Cadet Command, ATTN: ATCC-PS-A, using format at Appendix B. These requests must be submitted not later than (NLT) 15 November for December graduates, and 14 January for all others.

b. Selected officers will be placed in a permissive temporary duty (TDY) status to the region headquarters with duty at the host school. Each host is authorized one GBR unless the school is in the Commander's Assistance Program (CAP). Per Commanding General (CG) guidance, CAP schools are authorized two GBR. There will be no more than one (or two if CAP school) GBR(s) at a school at a time; however, a two-week overlap is authorized.

c. The effective date of assignment is the first day of duty as a GBR at the school. Wherever possible, this should be the day after commissioning because travel and allowances are not authorized to return to the school to begin their assignment as a GBR. The effective date of assignment for ANC Lieutenants will be after results of the NCLEX-RN are received at Headquarters, Cadet Command and report dates are coordinated between Accessions Branch, Chief Nurse, and ANC Accession Officer.

d. The GBRs will be in a permissive TDY status for a maximum of 140 days and are ineligible for further TDY IAW AR 600-8-10, para 5-33, because their permissive TDY status. Leave taken during GBR duty will be counted against the 140 day maximum. AD lieutenants selected to serve as GBRs will not commence their GBR duty more than 140 days prior to their OBC reporting date.

e. Inprocessing of GBRs will be done by mail through the respective region headquarters. Travel in a

TDY status (see para 5d above) to the region headquarters/installation is not authorized. Regions will establish requirements and timelines for battalions to submit documents for inprocessing.

6. Utilization. The GBR is not an all-knowing, stand-alone recruiter and must work under the direct supervision of an officer. He/she can be sent alone on some missions similar to the employment of the cadet S-5, but will probably be most effective in helping the Recruiting Operations Officer (ROO) with on-going market campaigns. In order to penetrate the high school graduate target group, the PMS will provide the GBR with pre-screened quality prospect lists accumulated through the school year (SY) visitation program. The GBR will employ telemarketing techniques to obtain one-on-one recruiting situations. The PMS must organize the GBR's activities to maximize contact with quality prospects. The GBR must be conducted within the following guidelines:

- a. The GBRs must be utilized at the school from which they were commissioned.
- b. The GBRs will not be used for:
 - (1) Field training exercises (FTXs) or minicamps.
 - (2) Writing and development of lesson plans.
 - (3) Supply and logistics trips.
 - (4) Instruction of any type.
 - (5) Basic and Advanced Camp visits.
 - (6) Placement of advertising.
 - (7) Administrative duties for the ROTC unit.
- c. All GBRs must be supervised by an officer. They will not be left as the officer in charge (OIC) of the battalion during summer camps.
- d. The GBRs will not start graduate school.

7. Points of Contact. The point of contact for administration of the GBRP at HQ, Cadet Command is the Personnel and Administration Directorate, Accessions Branch, Accessions Management and Scholarship Division; e-mail address accessions@monroe.army.mil. The point of contact for Marketing/Recruiting issues is the Marketing and Operations Directorate, (757) 727-3770.

OFFICIAL:

STEWART W. WALLACE
Major General, U.S. Army
Commanding

/signed/
JOHN W. CORBETT
Colonel, GS
Chief of Staff

DISTRIBUTION:
A,B,C,D (Electronically)
A (Hardcopy)

**Appendix A
Statement of Release**

**GOLD BAR RECRUITER PROGRAM
RELEASE STATEMENT**

(date)

I, Second Lieutenant , _____, _____,
(Last Name) (First) (MI) (Social Security Number)
Understand that I am volunteering for the Gold Bar Recruiter Program. I further understand that, if selected, I will be
in a permissive temporary duty (TDY) status and that I am not entitled to per diem while performing Gold Bar
Recruiter duty at _____.
(Host Institution/Extension Center)

I also understand that if selected for the Gold Bar Recruiter Program, I am subject to being ordered to attend OBC
within 30 days, in case of an unprogrammed OBC vacancy.

(Signature)
SIGNATURE BLOCK
(NAME, GR, SSN)

Appendix B
Sample Memorandum to Request Gold Bar Recruiter

ROTC Unit's Letterhead

(Office Symbol)

(Date of Request)

MEMORANDUM FOR Commander, U.S. Army Cadet Command, ATTN: ATCC-PS-A, Fort Monroe, VA
23651-5000

SUBJECT: Request for Gold Bar Recruiter (GBR)

1. Request the below named officer(s) be designated as Gold Bar Recruiter(s) for the unit(s) indicated.
(Note: Indicate order of preference if more than one individual is listed and provide information below for each officer.)

- a. NAME (Last, First, MI) and SSN
- b. Will perform GBR duty for (Host/Extension Center and FICE Code). (NOTE: Identify if school is in Commanders Assistance Program (CAP)).
- c. Duty status and basic/control branches (e.g., IA, IN/IN).
- d. Graduation and commissioning dates: (self-explanatory)
- a. Period of duty requested: (cannot exceed 140 days)
- b. Currently have a GBR on duty: (Yes/No)

2. The point of contact for this unit is (name, grade, phone number).

PMS SIGNATURE BLOCK