



YN CAREER PATH

TRAINING AND ADMINISTRATION OF THE RESERVE (TAR)

Training and Administration of the Reserve (TAR) Yeoman (YN) work is primarily performed in a professional office environment ashore with limited opportunities afloat. YNs serve as office managers in support of command administrative infrastructure necessary to meet the command's objectives. They may work independently, with little supervision or closely with others under close supervision, depending on individual assignments.

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO ADVANCE	COMMISSIONING OR OTHER SPECIAL PROGRAMS	TOUR LENGTH *Note 3	TYPICAL CAREER PATH DEVELOPMENT
26-30	YNCM	23 Yrs		36/36	Follow on Tour: Board Sponsor 8 TH Tour Billet: ADMIN OFF/LCPO Duty: BUPERS/CFLSW/CNRF/ NPC/REDCOM
23-26	YNCM YNCS	23 Yrs 19.9 Yrs	CSEL, CMDCM, ECM	36/36 36/36	7 th Tour Billet: ADMIN OFF/LCPO/ ECM TECH/ Duty: ADMIN OFF/LCPO Duty: BUPERS/CFLSW/CNAFR/ CNIFR/CNR/CNRF/ NPC/NRPDC/ MSRON/OPNAV/REDCOM/ SPECWAR/SQUADRON
20-23	YNCM YNCS YNC	23 Yrs 19.9 Yrs 14.1 Yrs	CMDCM, CMDCS, ECM MSC-IPP, Rating Detailer, Rating Specialist, Instructor, TAR-ISPP	36/36 36/36 36/36	6 th Tour Billet: ADMIN OFF/LCPO/ ECM TECH/ Duty: BUPERS/CFLSW/CNAFR/ CNIFR/CNR/CNRF/ NPC/NRPDC/ MSRON/OPNAV/REDCOM/ SPECWAR/SQUADRON
16-20	YNC YN1	14.1 Yrs 7.92 Yrs	CSEL, CWO, MSC-IPP, MECP, ECM, Rating Detailer, Instructor, Special Programs, TAR-ISPP	36/36 36/36 36/36	5 th Tour Billet: ADMIN OFF/ LCPO/LPO/ECM TECH Duty: BUPERS/CFLSW/CNAFR/ CNIFR/CNR/CNRF/ NPC/NRPDC/ MSRON/OPNAV/REDCOM/ SPECWAR/SQUADRON, SHIP
12-16	YNC YN1	14.1 Yrs 7.92 Yrs	CSEL, OCS, CWO, LDO, MSC- IPP, MECP, ECM, Rating Detailer, Instructor, Special Programs, TAR-ISPP	36/36 36/36 36/36 36/36	4 th Tour Billet: ADMIN OFF/LCPO/ LPO/SECURITY MANAGER/ LEGAL OFF Duty: BUPERS/CFLSW/CNAFR/ NIFR/CNR/CNRF/ NPC/NRPDC/ NRC/MSRON/OPNAV/REDCOM/ SPECWAR/SQUADRON/SHIP
8-12	YNC YN1 YN2	14.1 Yrs 7.92 Yrs 3 Yrs	CSEL, OCS, LDO, MSC-IPP, MECP, Instructor, Special Programs, TAR-ISPP	36/36 36/36 36/36	3 rd Tour Billet: ADMIN OFF/LCPO/ LPO/SECURITY MANAGER/ LEGAL OFF Duty: BUPERS/CFLSW/CNAFR/ NIFR/CNR/CNRF/ NPC/NRPDC/ NRC/MSRON/REDCOM/ SPECWAR/SQUADRON/SHIP



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4-8	YN1 YN2	7.92 Yrs 3 Yrs.	STA-21, OCS, MSC-IPP, MECP, Instructor, TAR-ISPP	36/36 36/36 36/36	2 nd Tour Billet: ADMIN LPO/ALPO CLERK/SECURITY OFF Duty: BUPERS/CFLSW/CNAFR/NIFR/CNR/CNRFC/NPC/NRPDC NRC/MSRON/REDCOM/SPECWAR/SQUADRON/SHIP
3-4	YN2 YN3	3 Yrs TIR	Naval Academy, NROTC, TAR-ISPP	36/36 36/36 36/36	1 st Tour Billet: ADMIN CLERK/SECURITY ASSISTANT Duty: BUPERS/CFLSW/CNAFR/NIFR/CNR/CNRFC/NPC/NRPDC/NRC/MSRON/REDCOM/SPECWAR/SQUADRON/SHIP
1-3	YNSN YNSA Accession Training	TIR	TAR-ISPP	36/36	Recruit training and all schools or training events required to be completed prior to reporting to their first operational command.

Notes

1. "A" School is NOT required. YNs must maintain, at a minimum, a valid adjudicated SECRET security clearance. TAR YNs are a shore intensive rate with a 17% opportunity for a sea duty assignment.
2. In addition to technical knowledge, TAR YNs are expected to be knowledgeable in Navy Reserve Program Management to be competitive for advancement to E7-E9. Navy Reserve knowledge is gained through assignment to Reserve specific commands (NRC, REDCOM, CNRFC, CNAFR, CNIFR, NECC, etc) that support the primary mission of the Navy Reserves and Navy.
3. TAR YNs may work independently at various Active Component Commands; special consideration should be given to performance supporting Reserve related initiatives or missions in support of warfighting readiness during these tours. When assigned to billets eligible for warfare qualifications, Sailors should complete the qualification of that platform/command per governing instruction. Special consideration should be given to those who fill these carefully screened, special duty, OPNAV, BUPERS, NPC, TYCOM, RDC, and Instructor Duty are very demanding assignments and should be given high consideration. Sailors selected to serve in these billets are considered to be at the top of operational expertise and are highly valued by the TAR YN Community.
4. NECs held: Security Specialist (791A); Command Pay and Personnel Administrator (CPPA); Instructor (805A); Master Training Specialist (8MTS) (billet specific); Career Information Program Advisor (806R), Reserve Career Information Program Advisor (807R); Reserve Program Director (RPD) (858A). Completion of the Senior Enlisted Academy (SEA) (service equivalent), Reserve Senior Enlisted Management (RSEM), Navy Reserve Unit Management (NRUM), and CPO Leader Development Course should be highly considered when evaluating Senior Enlisted personnel.
5. Command collateral duties with documented impact.



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Considerations for advancement from E6 to E7: YNs serve in all communities ashore and overseas, to include Shore Special Program billets. The YN TAR community has 17% sea duty billets (E1-E9), so sea duty tours should not be considered mandatory for a candidate to be fully qualified for advancement.

NOTE: *Advanced Leader Development Course (ALDC) is a requirement for advancement to E-7.*

- Served as Department/Division LPO, Assistant LPO, or ADMIN Officer/Department Head with documented impact
- Navy Reserve Program Management with documented impact
- Best-qualified candidates will have documented impact in leading division, departmental, and especially command completion of Navy and in-rate qualifications (ex. Leader Development Continuum, in-rate PQS, NRA PQS), professional certifications (ex. USMAP, Navy COOL Certifications, Lean Six Sigma), training completion, advancement, and retention
- Leadership/Mentorship with documented impact (i.e. rate training, leadership training.)
- FCPOA with strong involvement and documented impact. Special consideration should be given to leadership positions (President, Vice President, Cabinet member)
- SAILOR 360 with strong involvement and documented impact. Special consideration should be given to leadership positions
- Command collateral duties with documented impact. Special consideration should be given to documented regional or force wide impact
- When assigned to billets eligible for warfare qualifications, Sailors should complete the qualification of that platform/command per governing instruction. Special considerations for completion of qualifications for duties outside the normal scope (i.e. 3M, ATTWO, OOD (I/P), CICWO, DCTT/ATTT, and SSTT)
- Assignments to RTC, OTC and Naval Academy as a Recruit Division Commander, are carefully screened and selected for this high priority assignment

Considerations for advancement from E7 to E8: YNs serve in all communities ashore and overseas, to include Shore Special Program billets. The YN TAR community has 17% sea duty billets (E1-E9), so sea duty tours should not be considered mandatory for a candidate to be fully qualified for advancement.

NOTE: *Chief Petty Officer Leader Development Course (CPO-LDC) is a requirement for advancement to E-8.*

- Served as ADMIN Department/Division LCPO or Admin Officer with documented impact. Special consideration should be given to performance as Command SEL with documented impact in addition to in-rate knowledge and admin leadership
- Navy Reserve Program Management with documented impact.
- Personal/Professional Development. Completion of NECs, USMAPs, SJPME II, SEA, RSEM, NRUM, NLDFC, and off-duty education
- YN Community Health with documented impact (i.e. Regional Admin/Rate Training, AERR)
- Sailorization. Leadership/Mentorship with documented impact
- CPO Mess and Wardroom Professional development with documented impact
- SAILOR 360 with strong involvement and documented impact. Special consideration should be given to leadership positions
- Best-qualified candidates will have documented impact in leading division, departmental, and especially command completion of Navy and in-rate qualifications (ex. Leader Development Continuum, in-rate PQS, NRA PQS), professional certifications (ex. USMAP, Navy COOL Certifications, Lean Six Sigma), training completion, advancement, and retention
- CPOA with strong involvement and documented impact. Special consideration should be given to leadership positions (President, Vice President, Cabinet member)
- CPO Initiation with strong involvement and sponsorship with documented impact. Special consideration should be given to leadership positions



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- Command collateral duties with documented impact. Special consideration should be given to documented regional or force wide impact
- When assigned to billets eligible for warfare qualifications, Sailors should complete the qualification of that platform/command per governing instruction. Special considerations for completion of qualifications for duties outside the normal scope (i.e. 3M, ATTWO, OOD (I/P), CICWO, DCTT/ATTT, and SSTT)
- Assignment as Enlisted Community Managers and Detailers, or at RTC, OTC and Naval Academy as a Recruit Division Commander, are carefully screened and selected for this high priority assignment and should be given special consideration
- Billet Definition: Displayed sustained superior performance while assigned as an Individual Augmentee (IA). These positions are considered challenging, as they demonstrate the ability to operate forward in arduous conditions, enabling Warfighter capability and supporting the primary missions of the Navy, Navy Reserves, and Joint Operations.

Considerations for advancement from E8 to E9: YNs serve in all communities ashore and overseas, to include Shore Special Program billets. The YN TAR community only has 17% sea duty billets (E1-E9), so sea duty tours should not be considered mandatory for a candidate to be fully qualified for advancement.

NOTE: Senior Enlisted Academy (SEA) is a requirement for advancement to E-9.

- Served as Admin Department/Division LCPO or Admin Officer/Department Head/Director with documented impact. Special consideration should be given to performance as Command SEL with documented impact in addition to in-rate knowledge and leadership
- Navy Reserve Program Management with documented impact.
- Personal/Professional Development. Completion of NECs, USMAPs, SJPME II, SEA, RSEM, NRUM, NLDFC, and off-duty education
- Sailorization. Leadership/Mentorship with documented impact
- CPO Mess and Wardroom Professional development with documented impact
- YN Community Health with documented impact (i.e. Regional Admin/Rate Training, AERR)
- SAILOR 360 Program mentorship and/or facilitation with documented impact
- CPOA with strong involvement and documented impact. Special consideration should be given to leadership positions (President, Vice President, Cabinet member)
- CPO Initiation with strong involvement and sponsorship with documented impact. Special consideration should be given to leadership positions (i.e. Season Chair/Co-Chair, Committee Lead)
- Force/Regional/Command collateral duties with documented impact. Special consideration should be given to documented regional or force wide impact
- When assigned to billets eligible for warfare qualifications, Sailors should complete the qualification of that platform/command per governing instruction. Special considerations should be given for completing qualifications for duties outside the normal scope (i.e. 3M, ATTWO, OOD (I/P), CICWO, DCTT/ATTT, and SSTT)
- Assignment as Enlisted Community Managers and Detailers are carefully screened and selected for this high priority assignment and should be given special consideration
- Billet Definition: Displayed sustained superior performance while assigned as an Individual Augmentee (IA). These positions are considered challenging, as they demonstrate the ability to operate forward in arduous conditions, enabling Warfighter capability and supporting the primary missions of the Navy, Navy Reserves, and Joint Operations.