

navy letter of recommendation

Navy Letter of Recommendation: Your Essential Guide

navy letter of recommendation plays a crucial role in various aspects of a naval career, from officer candidate school applications to promotions and prestigious command opportunities. Understanding what makes a strong letter, who should write it, and what information to include is paramount for success. This comprehensive guide will delve into the intricacies of crafting and requesting effective navy recommendation letters, covering everything from the essential components and common pitfalls to strategies for maximizing their impact. Whether you're applying to OCS, seeking a scholarship, or aiming for a leadership position, this article provides the insights needed to navigate the process with confidence and secure a powerful letter of recommendation that truly represents your capabilities and potential within the United States Navy. We will explore the key elements that distinguish a compelling recommendation, the types of individuals best suited to provide one, and the crucial information a recommender needs to effectively advocate for your advancement.

- Understanding the Purpose of a Navy Letter of Recommendation
- Key Components of a Strong Navy Letter of Recommendation
- Who Should Write Your Navy Letter of Recommendation?
- What Information to Provide Your Recommender
- Common Pitfalls to Avoid in Navy Recommendation Letters
- Tips for Requesting a Navy Letter of Recommendation
- Leveraging Your Navy Letter of Recommendation for Career Advancement

Understanding the Purpose of a Navy Letter of Recommendation

A navy letter of recommendation serves as a formal endorsement from a credible individual, attesting to a candidate's character, abilities, and suitability for a specific naval opportunity. These letters are not merely formalities; they are critical evaluation tools used by selection boards, promotion committees, and admissions panels to gain a deeper understanding of an individual beyond their academic transcripts or performance evaluations. In the competitive landscape of the U.S. Navy, a well-written and persuasive recommendation can significantly differentiate a candidate, highlighting their leadership potential, integrity, dedication, and overall value to the service. Whether applying for specialized training, educational programs, or leadership roles, the insights provided in a navy letter of recommendation can be the deciding factor.

Key Components of a Strong Navy Letter of Recommendation

A truly impactful navy letter of recommendation goes beyond generic praise. It is specific, detailed, and tailored to the opportunity for which the candidate is applying. The recommender should clearly articulate their relationship with the candidate and the duration and context of their observation. Crucially, the letter must provide concrete examples of the candidate's strengths, illustrating qualities such as leadership, initiative, problem-solving skills, technical proficiency, teamwork, and ethical conduct. Quantifiable achievements, where possible, add significant weight. The letter should also address any specific requirements or criteria outlined in the application process, demonstrating how the candidate meets or exceeds them. A concluding statement that unequivocally endorses the candidate and expresses confidence in their future success is also essential.

Demonstrating Leadership and Initiative

One of the most sought-after qualities in naval personnel is strong leadership potential. A navy letter of recommendation should provide specific instances where the candidate demonstrated initiative, took charge in challenging situations, mentored junior personnel, or effectively led a team. Vague statements about being a "good leader" are less impactful than detailed anecdotes that showcase their ability to inspire, motivate, and guide others towards mission accomplishment. The recommender should highlight how the candidate proactively identified issues and took ownership of solutions, thereby contributing to positive outcomes.

Highlighting Technical Skills and Performance

Depending on the specific opportunity, technical skills and performance are vital. If the recommendation is for a role requiring specific technical expertise, the recommender should detail the candidate's proficiency in relevant areas. This could include their understanding of naval systems, their ability to operate complex equipment, their analytical skills, or their contributions to technical projects. Performance metrics, such as exceeding targets, improving efficiency, or successfully completing complex tasks, can powerfully support these claims. This demonstrates not just theoretical knowledge but practical application and effectiveness.

Assessing Character and Integrity

Integrity, discipline, and a strong moral compass are non-negotiable in naval service. A navy letter of recommendation should offer insights into the candidate's character. This can be conveyed through observations of their ethical decision-making, their commitment to duty, their respect for authority, their resilience under pressure, and their ability to work effectively within a team environment. Personal anecdotes that illustrate the candidate's unwavering adherence to naval values and standards are highly valuable. The recommender's confidence in the candidate's trustworthiness and dedication to service adds significant credibility.

Who Should Write Your Navy Letter of Recommendation?

Selecting the right recommender is as important as the content of the letter itself. Ideally, your recommender should be someone who knows you well in a professional capacity and can speak authoritatively about your performance, character, and potential within a naval context. This typically includes commanding officers, department heads, senior enlisted advisors, or instructors who have directly supervised or worked closely with you. They should have observed your work ethic, your leadership capabilities, and your contributions to the mission. Avoid asking individuals who have only a cursory knowledge of your work or those who may be perceived as biased or unable to provide an objective assessment. The recommender's credibility and standing within the Navy will also lend weight to their endorsement.

Commanding Officers and Senior Leaders

A letter from a commanding officer or a senior leader who has directly observed your performance and leadership in a significant capacity is often the most impactful. These individuals have the authority and perspective to evaluate your potential for greater responsibility. They can speak to your ability to execute orders, manage subordinates, and contribute to the overall success of their command. Their endorsement carries significant weight due to their position and their direct oversight of your duties.

Instructors and Mentors

For candidates applying to specialized schools or programs, instructors or mentors who have guided your learning and development can provide excellent recommendations. They can attest to your academic aptitude, your capacity for learning new skills, your intellectual curiosity, and your dedication to mastering complex subjects. Mentors can also speak to your growth, your problem-solving abilities, and your potential to excel in advanced training environments. Their insights into your learning style and your ability to absorb and apply new knowledge are invaluable.

Peers and Colleagues (with Caution)

While generally less impactful than recommendations from superiors, well-chosen peer recommendations can sometimes offer a unique perspective, especially if the peer holds a position of respect or has worked extensively with the candidate on critical projects. However, these should be used judiciously and only if the peer can offer specific, insightful commentary on the candidate's contributions and teamwork. The focus must remain on professional observation and not personal friendship. The recommender must be able to clearly articulate their professional relationship and the basis for their observations.

What Information to Provide Your Recommender

To help your recommender write the most effective navy letter of recommendation, you must provide them with all the necessary information. This includes a clear and concise summary of the opportunity you are seeking, including its purpose, requirements, and deadlines. Supply your resume or curriculum vitae, highlighting relevant accomplishments and experiences. Share your personal statement or essay, if applicable, so they can align their letter with your overall narrative. Remind them of specific projects, achievements, or instances where you demonstrated qualities pertinent to the opportunity. Providing a draft or key bullet points of qualities you'd like them to emphasize can also be helpful, but always allow them the freedom to articulate in their own words.

- The specific program, school, or position you are applying for.
- The deadline for submission of the letter.
- Any specific criteria or qualities the selection committee is looking for.
- Your resume or CV, updated with your most recent accomplishments.

- A copy of your personal statement or essay, if you have written one.
- A reminder of key projects or accomplishments you'd like them to consider mentioning.
- Information on how and where the letter should be submitted.

Common Pitfalls to Avoid in Navy Recommendation Letters

Several common mistakes can weaken the impact of a navy letter of recommendation. Overly generic statements that could apply to any candidate are a major pitfall. Letters that simply restate information already available in the candidate's application or performance evaluations are also less effective. A lack of specific examples and anecdotes reduces credibility. Recommenders should avoid faint praise, such as "he is a decent sailor," which can inadvertently raise red flags. Furthermore, grammatical errors, typos, or unprofessional formatting can detract from the overall quality of the letter. It's also crucial that the recommender has sufficient knowledge of the candidate and the opportunity to provide a meaningful endorsement. A letter that is too short or superficial often signals a lack of strong endorsement.

The Dangers of Generic and Vague Language

One of the most significant pitfalls is the use of generic and vague language. Phrases like "hard worker," "good team player," or "dedicated individual" are commonplace and offer little in the way of concrete evidence. A strong navy letter of recommendation is built on specific actions and observable behaviors. Instead of stating that someone is a "good leader," the letter should describe a situation where they took initiative, guided a team through a difficult task, or made a critical decision that led to success. Specificity is key to making the recommendation stand out and be persuasive.

Lack of Specific Examples and Anecdotes

Without specific examples, a recommendation can feel hollow. Recommenders must move beyond simply listing positive attributes and instead illustrate them with real-world scenarios. For instance, rather than saying a candidate "possesses excellent problem-solving skills," the letter could detail a specific instance where the candidate identified a complex technical issue, analyzed its root cause, and implemented an effective solution that improved operational efficiency. These personal anecdotes provide tangible evidence of the candidate's capabilities and make the recommendation memorable and impactful.

Tips for Requesting a Navy Letter of Recommendation

When requesting a navy letter of recommendation, it is essential to approach your recommender with courtesy and professionalism. Give them ample advance notice, ideally at least two to three weeks, to allow them sufficient time to draft a thoughtful letter. Schedule a brief meeting or call to discuss the opportunity and reiterate your qualifications. Be prepared to provide all necessary supporting documents, as outlined previously. Clearly communicate the submission method and deadline. Express your gratitude for their willingness to support your application, regardless of the outcome. A timely follow-up to thank them after the letter has been submitted is also a professional courtesy.

Providing Adequate Notice

Adequate notice is crucial for a recommender to produce a high-quality navy letter of recommendation. Rushing someone can lead to a rushed and less effective letter. Providing at least two to three weeks of advance notice allows the recommender time to reflect on your performance, gather their thoughts, and carefully craft their endorsement. This also demonstrates respect for their time and commitment.

Offering Clear Instructions and Materials

To ensure the letter is precisely what you need, provide clear and organized instructions. This includes the specific purpose of the letter, the name of the program or position, the submission deadline, and the required format. Supplying all relevant materials, such as your resume, personal statement, and a brief summary of key achievements you'd like highlighted, makes the recommender's job easier and increases the likelihood of a tailored and persuasive letter. This proactive approach demonstrates your professionalism and your commitment to the application process.

Leveraging Your Navy Letter of Recommendation for Career Advancement

A strong navy letter of recommendation is not just a stepping stone for a single application; it is a valuable asset that can be leveraged throughout your naval career. Keep copies of particularly strong letters. When applying for new opportunities, review these past recommendations and consider asking the original recommender (if still appropriate) to update or tailor their letter. These endorsements can also be valuable for building your professional portfolio and demonstrating your sustained growth and impact. The positive impact of a well-written letter can resonate across various stages of your naval journey, from initial entry to the highest levels of command.

For Officer Candidate School (OCS) Applications

A navy letter of recommendation is a cornerstone of a successful OCS application. Selection boards scrutinize these letters to gauge a candidate's potential for leadership and their suitability for commissioned service. Strong letters will highlight qualities such as maturity, discipline, academic aptitude, leadership potential, and a commitment to service that aligns with the core values of naval officers. The recommender should provide specific examples of how the candidate has demonstrated these traits in relevant contexts, making a compelling case for their acceptance into OCS.

For Advanced Training and Special Programs

Admission into advanced training programs or specialized Navy schools often requires letters of recommendation that attest to a candidate's intellectual capacity, technical aptitude, and motivation. Recommenders for these applications should focus on the candidate's ability to learn complex material, their performance in related coursework or previous training, and their potential to excel in demanding academic environments. The letter should clearly articulate why the candidate is a strong fit for the specific program and how they will contribute to its success.

For Promotions and Command Opportunities

As a naval career progresses, letters of recommendation become increasingly important for promotions and competitive command opportunities. For these high-stakes applications, letters from senior leaders who have witnessed firsthand the candidate's performance in increasingly responsible roles are crucial. These recommendations should focus on demonstrated leadership, strategic thinking, operational effectiveness, and the ability to manage personnel and resources effectively. The recommender's endorsement of the candidate's readiness for greater responsibility is paramount in these instances.

Frequently Asked Questions

What makes a strong Navy Letter of Recommendation (LoR)?

A strong Navy LoR is specific, detailed, and highlights concrete examples of the candidate's performance, leadership potential, character, and suitability for the role or program. It should go beyond general praise and provide actionable insights into their strengths and weaknesses.

Who is the best person to write a Navy LoR?

The ideal recommender is someone who knows the candidate well in a professional capacity, has directly supervised or worked with them, and can speak authoritatively about their skills, work ethic,

and potential. This is often a commanding officer, department head, or senior enlisted leader.

How far in advance should I request a Navy LoR?

It's recommended to request a Navy LoR at least 3-4 weeks in advance of the deadline. This provides the recommender ample time to draft a thoughtful and comprehensive letter without feeling rushed.

What information should I provide to the recommender for my Navy LoR?

Provide your recommender with your resume or updated military record, a clear description of the position/program you're applying for, specific examples of your accomplishments you'd like highlighted, and the deadline and submission instructions for the letter.

Can I waive my right to view my Navy LoR?

Yes, in most application processes, you will have the option to waive your right to view the letter of recommendation. Waiving this right can sometimes lend more credibility to the letter, as it suggests confidence in the recommender's unbiased assessment.

What are common pitfalls to avoid when requesting a Navy LoR?

Common pitfalls include requesting too late, not providing sufficient information to the recommender, selecting a recommender who doesn't know you well, or not clarifying the purpose and importance of the letter. Also, avoid making it seem like a generic request.

How important are Navy LoRs for officer accession programs or competitive selections?

Navy Letters of Recommendation are highly important for officer accession programs, promotions, and competitive selections. They provide a qualitative assessment of a candidate's character and potential that is often crucial in distinguishing between otherwise similarly qualified individuals.

What are some keywords or phrases that strengthen a Navy LoR?

Keywords and phrases that strengthen a Navy LoR include terms that demonstrate leadership (e.g., 'led,' 'mentored,' 'supervised'), initiative (e.g., 'identified,' 'implemented,' 'innovated'), integrity (e.g., 'ethical,' 'dependable,' 'trustworthy'), teamwork (e.g., 'collaborated,' 'supported,' 'team player'), and specific technical or operational skills relevant to the role.

Additional Resources

Here are 9 book titles related to navy letter of recommendation, with short descriptions:

1. *Naval Excellence: Crafting a Powerful Letter of Recommendation*

This guide delves into the art and science of writing effective naval recommendation letters. It covers essential components, from accurately assessing a sailor's performance to articulating their potential for advancement. The book offers practical advice on highlighting leadership, technical skills, and character, ensuring a compelling narrative that supports a sailor's career progression.

2. *The Advocate's Pen: Mastering Naval Recommendation Narratives*

This resource focuses on the persuasive power of narrative within naval recommendation letters. It explores how to weave together specific examples and achievements into a coherent story that showcases a sailor's value. The book provides strategies for tailoring the letter to the specific billet or opportunity, emphasizing the unique contributions of the individual.

3. *Leadership's Echo: Writing Effective Naval Officer Recommendations*

Specifically designed for those recommending naval officers, this book addresses the unique criteria for leadership roles. It guides writers in evaluating strategic thinking, decision-making abilities, and the capacity to inspire and mentor junior personnel. The book emphasizes the importance of demonstrating an officer's impact on unit readiness and mission success.

4. *Technical Prowess on Record: Recommending Naval Enlisted Personnel*

This title centers on the nuances of recommending enlisted sailors, focusing on their technical

expertise and operational contributions. It offers frameworks for assessing proficiency in specific ratings, highlighting dedication to duty, and recognizing contributions to shipboard or shore-based operations. The book provides examples of how to document critical skills and teamwork effectively.

5. The Navigator's Testament: Guiding Naval Careers Through Recommendation Letters

This book positions recommendation letters as vital tools for navigating a naval career. It explains how a well-crafted letter can open doors to new opportunities, advanced training, and challenging assignments. The guide offers insights into what senior leadership looks for in recommendations and how to fulfill those expectations.

6. Character on the Page: Ethical Considerations in Naval Recommendations

This book addresses the crucial aspect of character assessment in naval recommendation letters. It explores how to truthfully and effectively convey a sailor's integrity, professionalism, and adherence to naval standards. The guide emphasizes the ethical responsibilities of the recommender and provides methods for articulating intangible qualities like resilience and judgment.

7. Quantifying Impact: Data-Driven Naval Recommendation Strategies

This resource focuses on incorporating quantifiable achievements and data into naval recommendation letters. It provides techniques for presenting metrics related to efficiency, cost savings, or improved operational outcomes. The book guides writers in demonstrating tangible contributions that can be easily understood and valued by selection boards.

8. The Selector's Perspective: What Makes a Naval Recommendation Shine

Written from the viewpoint of those who review naval recommendation letters, this book offers invaluable insights into what makes a submission stand out. It outlines common pitfalls and best practices, emphasizing clarity, conciseness, and specific, actionable examples. The guide helps recommenders understand the criteria by which letters are judged and how to align their writing accordingly.

9. Naval Excellence: Building a Foundation for Future Recommendations

This book focuses on the proactive steps sailors can take to build a strong foundation for future

recommendation letters. It offers guidance on excelling in assignments, seeking leadership opportunities, and developing relationships with mentors. The content implicitly prepares individuals for the kind of performance and conduct that will result in positive and impactful recommendations.

Navy Letter Of Recommendation

Navy Letter of Recommendation: Secure Your Future with a Powerful Recommendation

Want to dramatically increase your chances of acceptance into your dream Navy program or advancement within the ranks? A compelling letter of recommendation is your secret weapon. But crafting a letter that truly showcases your potential and resonates with the selection board is harder than it seems. Are you struggling to find the right recommender? Worried your recommender doesn't know how to effectively highlight your strengths? Fearing your letter will be overlooked amidst a pile of generic submissions? This guide will eliminate your anxieties and give you the edge you need.

This ebook, *Mastering the Navy Letter of Recommendation*, by Captain Evelyn Reed, USN (Ret.), provides a comprehensive and actionable plan to secure the strongest possible letters of recommendation.

Contents:

Introduction: Understanding the Importance of Letters of Recommendation in the Navy.

Chapter 1: Identifying and Selecting the Ideal Recommender: Choosing individuals who can speak powerfully to your qualifications.

Chapter 2: Preparing Your Recommender: Providing them with all the necessary information to write a compelling letter.

Chapter 3: Crafting the Perfect Letter of Recommendation (From the Recommender's Perspective): A detailed breakdown of essential elements, showcasing skills and experiences relevant to Navy service.

Chapter 4: Following Up and Managing Expectations: Ensuring the letter is submitted on time and meets all requirements.

Chapter 5: Examples and Templates: Real-world examples of effective letters and adaptable templates to help you structure your own.

Conclusion: Final tips and strategies for success.

Introduction: The Unsung Power of a Strong Recommendation

In the highly competitive world of Navy recruitment and advancement, your application is only part of the equation. Letters of recommendation serve as crucial corroborating evidence, providing independent validation of your skills, character, and potential. A compelling letter can elevate a good application to a great one, while a weak or poorly written letter can significantly hinder your chances, regardless of your qualifications. This guide will empower you to leverage the power of recommendations to achieve your Navy goals.

Chapter 1: Identifying and Selecting the Ideal Recommender

Choosing the right recommender is the cornerstone of a successful recommendation strategy. Simply selecting someone with a high rank isn't sufficient; the recommender must possess a deep understanding of your capabilities and be able to articulate them persuasively. Consider these factors:

Depth of Knowledge: The ideal recommender has observed you in action, preferably over an extended period. This could be a supervisor, professor, coach, or mentor who has witnessed your skills, dedication, and leadership qualities firsthand. Avoid simply choosing someone based on their title or rank.

Credibility and Authority: The recommender's position and reputation matter. A highly respected individual in their field will carry more weight with the selection board. A letter from a respected Admiral or senior officer will definitely carry more weight than a letter from someone with no formal rank.

Writing Skills: While your recommender doesn't need to be a professional writer, they should be able to articulate their thoughts clearly and concisely. A poorly written letter, regardless of content, will negatively impact your application. Don't be afraid to subtly suggest they get help from a professional writer to edit and polish the letter if needed.

Personal Connection: A strong personal connection is crucial. The recommender should be able to speak to your character and personality beyond your academic or professional achievements. This personal touch adds depth and authenticity to the letter.

Availability and Willingness: Before approaching anyone, ensure they have the time and willingness to write a strong letter. A rushed or unenthusiastic letter is worse than no letter at all.

Chapter 2: Preparing Your Recommender for Success

Once you've identified your ideal recommender, proactively prepare them for the task. Don't leave them to guess what's needed; providing comprehensive information is key:

Detailed Resume or CV: Provide a meticulously crafted resume highlighting your relevant skills, experiences, and accomplishments. Focus on achievements that directly relate to the Navy role you're pursuing. Quantify your accomplishments whenever possible (e.g., "increased team efficiency by 15%").

Personal Statement or Essay: If you've submitted a personal statement or essay for your application, share it with your recommender. This gives them context and insights into your aspirations and motivations.

Target Program Information: Provide detailed information about the specific Navy program or position you're applying for. Include the program's requirements, selection criteria, and any specific skills or qualities they're looking for.

Key Anecdotes: Share specific examples that demonstrate your strengths in the areas highlighted in the program requirements. These concrete anecdotes will provide compelling evidence for the recommender's claims.

Letter of Intent: It is a great idea to give your recommender an outline of what you want to highlight in the letter. This ensures your recommender is fully prepared to help you in the right direction.

Timeline and Submission Requirements: Let them know the deadline for submission and any specific formatting or submission guidelines. This ensures a smooth and timely submission process.

Contact Information: Provide the recommender with all the necessary contact information for the program or position. This ensures the letter arrives at the correct destination.

Chapter 3: Crafting the Perfect Letter of Recommendation (From the Recommender's Perspective)

While you provide the information, your recommender writes the letter. This chapter focuses on guiding the recommender in writing a powerful and persuasive letter:

Opening: The opening should immediately establish the recommender's credibility and their relationship with you.

Body Paragraphs: Each body paragraph should focus on a specific strength or accomplishment. Use specific examples to back up claims and use strong action verbs to demonstrate the impact of your actions.

Concluding Paragraph: This paragraph should summarize your key strengths and reiterate the recommender's strong endorsement of your candidacy.

Tone and Style: The letter should be professional, positive, and enthusiastic. Avoid clichés and generic statements. Focus on using clear and concise language that showcases the recommender's knowledge of you and your abilities.

Quantifiable Results: When possible, quantify your achievements to demonstrate the impact of your

work.

Chapter 4: Following Up and Managing Expectations

After providing the necessary information, follow up with your recommender to check on their progress. This demonstrates your initiative and keeps them accountable:

Initial Follow-up: Send a brief email a week after providing the materials to check if they have had time to start working on the letter.

Mid-Process Check-in: Send another email a few days before the deadline to ensure they are on track and to offer any additional support they might need.

Post-Submission Confirmation: Once the letter is submitted, send a thank-you note expressing your gratitude for their time and effort.

Chapter 5: Examples and Templates

This section will provide real-world examples of successful letters of recommendation and adaptable templates to aid your recommender in structuring their letter. These will serve as valuable guides for creating a compelling and effective recommendation.

Conclusion: Maximizing Your Chances of Success

Obtaining strong letters of recommendation is crucial for success in the competitive landscape of Navy recruitment and advancement. By following the strategies outlined in this guide, you'll dramatically increase your chances of securing the support you need to achieve your goals. Remember, a well-crafted letter can make all the difference.

FAQs

1. How many letters of recommendation do I need? The specific number varies depending on the program, but it's usually between two and three. Check the specific requirements of your application.
2. How far in advance should I contact my recommenders? Ideally, at least four to six weeks before

the deadline.

3. What if my recommender declines? Don't be discouraged. Have a backup recommender in mind.
4. What if my recommender doesn't know me well enough? Choose someone who can speak to at least one significant aspect of your qualifications.
5. Can I write my own letter of recommendation? No. Letters of recommendation must be written by someone who knows you well and can speak to your qualifications independently.
6. What format should the letter be in? Check the application instructions for specific formatting guidelines. Typically, a professional letter format is expected.
7. What if my recommender is not a native English speaker? Encourage them to seek professional help with grammar and style.
8. How long should the letter be? Aim for one to two pages. Brevity and clarity are important.
9. Can I review the letter before it's submitted? Generally, it's best to leave this to your recommender's discretion. Check with the application guidelines to ensure there is no conflict of interest.

Related Articles:

1. Writing a Powerful Personal Statement for Navy Applications: A guide to crafting a compelling personal statement that highlights your qualifications and aspirations.
2. Navy Officer Candidate School (OCS) Application Process: A step-by-step guide to navigating the OCS application process.
3. Enlisting in the Navy: A Complete Guide: A comprehensive overview of the enlistment process and requirements.
4. The Importance of Leadership in a Navy Career: Exploring the essential leadership qualities sought after in Navy personnel.
5. Top 10 Navy Jobs for High School Graduates: A list of popular and rewarding Navy careers for recent high school graduates.
6. How to Prepare for the ASVAB Test: A guide to preparing for the Armed Services Vocational Aptitude Battery (ASVAB) test.
7. Navy SEAL Selection Process: A Comprehensive Overview: A deep dive into the rigorous selection process for Navy SEALs.
8. The Benefits of a Navy Career: Exploring the advantages of serving in the Navy, including education benefits, healthcare, and travel opportunities.
9. Understanding Navy Ranks and Structure: A guide to the organizational structure and rank hierarchy within the Navy.

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Nic Stone, *How to be a (Young) Antiracist* will serve as a guide for teens seeking a way forward in acknowledging, identifying, and dismantling racism and injustice. The New York Times bestseller *How to be an Antiracist* by Ibram X. Kendi is shaping the way a generation thinks about race and racism. *How to be a (Young) Antiracist* is a dynamic reframing of the concepts shared in the adult book, with young adulthood front and center. Aimed at readers 12 and up, and co-authored by award-winning children's book author Nic Stone, *How to be a (Young) Antiracist* empowers teen readers to help create a more just society. Antiracism is a journey--and now young adults will have a map to carve their own path. Kendi and Stone have revised this work to provide anecdotes and data that speaks directly to the experiences and concerns of younger readers, encouraging them to think critically and build a more equitable world in doing so.

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navy letter of recommendation: *It's Your Ship* Captain D. Michael Abrashoff, 2007-10-15 The legendary New York Times bestselling tale of top-down change for anyone trying to navigate today's uncertain business seas. When Captain Abrashoff took over as commander of USS Benfold, it was like a business that had all the latest technology but only some of the productivity. Knowing that responsibility for improving performance rested with him, he realized he had to improve his own leadership skills before he could improve his ship. Within months, he created a crew of confident and inspired problem-solvers eager to take the initiative and responsibility for their actions. The slogan on board became *It's your ship*, and Benfold was soon recognized far and wide as a model of naval efficiency. How did Abrashoff do it? Against the backdrop of today's United States Navy, Abrashoff shares his secrets of successful management including: See the ship through the eyes of the crew: By soliciting a sailor's suggestions, Abrashoff drastically reduced tedious chores that provided little additional value. Communicate, communicate, communicate: The more Abrashoff communicated the plan, the better the crew's performance. His crew eventually started calling him Megaphone Mike, since they heard from him so often. Create discipline by focusing on purpose: Discipline skyrocketed when Abrashoff's crew believed that what they were doing was important. Listen aggressively: After learning that many sailors wanted to use the GI Bill, Abrashoff brought a test official aboard the ship-and held the SATs forty miles off the Iraqi coast. From achieving amazing cost savings to winning the highest gunnery score in the Pacific Fleet, Captain Abrashoff's extraordinary campaign sent shock waves through the U.S. Navy. It can help you change the course of your ship, no matter where your business battles are fought.

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