(b) (6)

From: [redacted]
Sent: Wednesday, September 25, 2024 11:21 AM
To: (b) (6) [redacted]
Subject: OPOD Duty Description

Good Morning Gentlemen – we are trying to create our duty descriptions for OPOD, starting with my position. Seeking your input/recommendations. The highlighted portion below won't fit into the DA 67-10-3, so I know we'll have to shorten it a bit.

Leads and manages the Office of Professional & Organizational Development, provides oversight, mentorship, and guidance to nine attorneys, two legal administrators, one paralegal, and four DA Civilians. Reports directly to the Director, Professional Programs and personally provides recommendations to the JAG Corps senior leadership. Responsible for the direction and strategic oversight of the Judge Advocate Recruiting Office to optimize accessions, maximize recruiting efforts, and implement calculated data-driven initiatives. Provides administrative guidance and support for the JAG Corps Wellness Program, ensuring development and implementation of policies and strategies to support the health and well-being of individuals and teams across the JAG Corps enterprise. Oversees and administers all leadership strategic initiatives to include: the Subordinate Feedback Program, the JAG Corps Executive Coaching Program, and the Digital Mentorship Platform. Provides support to the Diversity, Equity, Inclusion, and Accessibility Council (DEIAC) and oversees all DEIAC initiatives. As a member of the DEIAC Executive Steering Committee, provides guidance and direction for the DEIAC field boards. Responsible for creating, implementing, and overseeing the JAG Corps retention program.

Very Respectfully,

(b) (6) [redacted]

Office of The Judge Advocate General, U.S. Army
(b) (6) [redacted]
(b) (6) [redacted]

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