



**2022 JOAG VOTING MEMBERSHIP APPLICATION FORM**

<b>Term Length Applying For</b>	1 – Year <input type="checkbox"/>	2 – Year <input type="checkbox"/>	
<b>PHS Agency</b>			
<b>Readiness Status</b>		<b>Commissioning Date</b>	
<b>PHS Number</b>		<b>Training &amp; Experience Date</b>	
<b>Mailing Address</b>			
<b>E-mail Address</b>			
<b>Phone Number</b>			
<b>Supervisor’s Name</b>			
<b>Supervisor’s Phone Number</b>			
<b>Supervisor’s E-mail</b>			

**Requirements:** For a 2-year term you must be an active duty junior officer (T-04 and below) and you must **NOT** be eligible to pin-on T-05 (Commander) prior to July 1, 2024. For a 1-year term you must be an active duty junior officer (T-04 and below) in the Dentist, Dietician, Therapist, and Veterinarian categories and you must **NOT** be eligible to pin-on T-05 (Commander) prior to July 1, 2023. If eligible for a 2-year term as a Dentist, Dietician, Therapist, or Veterinarian, you must apply for a 2-year term.

**Components of the Application:** Applicants must complete and send the following documents electronically in a single file to the MC Chair:

1. JOAG Voting Member Application Form (page 1)
2. Responses to Narrative Questions (page 2)
3. JOAG Voting Membership Curriculum Vitae Template (page 3)
4. Supervisory Approval Form (page 4)
5. Electronic copy of Promotion Information Report (PIR)
6. Documentation of any referenced activities (letter or certificate of appreciation, appointment letter)
7. Screen shot of Direct Access Basic Readiness page for last 3 months

Please return completed application packets to the Voting Member subcommittee Co-Chairs, LCDR Mavis Darkwah ([Mavis.Darkwah@fda.hhs.gov](mailto:Mavis.Darkwah@fda.hhs.gov)) and LT David Burnett ([David.Burnett@ihs.gov](mailto:David.Burnett@ihs.gov)) no later than **COB March 23, 2022**. All applicants will be notified by e-mail once their completed application has been received.

## Narrative Questions

Please refer to the scoring criteria below when answering the following questions. *All answers must fit within two pages (single-spaced) using Microsoft Word, 12 pt. font, Times New Roman font, and one-inch margins.*

Please answer each question separately and use the question as the header for each answer in your text. Narrative or bullet-style answers are acceptable. Note that questions have different weights — we suggest that you use your space accordingly:

1. Please write about your current/past JOAG involvement and accomplishments. Specifically, describe the impact of your work on these accomplishments. (25 points)
2. Please comment on your leadership experience both inside and outside of JOAG and/or the USPHS. (25 points)
3. Please describe your vision for JOAG, and what you would like to accomplish during your term as a Voting Member? Specifically, what particular committees are you interested in and why? Please address both questions. (30 points)
4. What skills would you bring to JOAG? How would those skills benefit JOAG? (20 points)

## JOAG Voting Membership Curriculum Vitae Template

**Officer Rank & First Name Last Name:** \_\_\_\_\_

**PHS Serial Number:** \_\_\_\_\_ **Category:** \_\_\_\_\_

<b>Last Three Billets:</b>	<b><u>OPDIV</u></b>	<b><u>City, State of Duty Station</u></b>	<b><u>Year(s)</u></b>
Current billet: _____	_____	_____	_____
Previous billet #1: _____	_____	_____	_____
Previous billet #2: _____	_____	_____	_____

**JOAG Activities:** List your top three JOAG activities and your role (i.e., Volunteer, Chair, etc.).

<b><u>Committee</u></b>	<b><u>Subcommittee</u></b>	<b><u>Role</u></b>	<b><u>Year(s)</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Other PHS and Non-PHS Activities:** List your top three PHS (non-JOAG) or outside organization activities and your role (i.e., Volunteer, Chair, etc.).

<b><u>Organization</u></b>	<b><u>Committee</u></b>	<b><u>Role</u></b>	<b><u>Year(s)</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Honors and Awards:** List your three highest awards/honors.

<b><u>Award Title</u></b>	<b><u>Awarding Organization</u></b>	<b><u>Year(s)</u></b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Education and Training:** List your two highest degrees/certificates.

<b><u>Degree/Certificate</u></b>	<b><u>Institution</u></b>	<b><u>City, State of Institution</u></b>	<b><u>Year</u></b>
_____	_____	_____	_____
_____	_____	_____	_____

**Deployment Team Membership:** List your three most recent deployment team memberships (i.e., Tier III, RDF, NIST, mission critical), section (i.e., command staff, operations, logistics, planning, etc.), and role in that section (i.e., member, lead, etc.).

<b><u>Deployment Team</u></b>	<b><u>Section</u></b>	<b><u>Role</u></b>	<b><u>Year</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Deployments:** List up to three deployments

<b><u>Name/Mission</u></b>	<b><u>Deployment City, State</u></b>	<b><u>Year</u></b>
_____	_____	_____
_____	_____	_____
_____	_____	_____



United States Public Health Service

Date: February 10, 2022

From: LCDR Stephanie Mros  
Chair, Junior Officer Advisory Group

Subject: Request for Supervisory Approval for JOAG Voting Membership

Applicant: \_\_\_\_\_ (Rank/Name)

The Junior Officer Advisory Group (JOAG) serves in a resource, advisory, and liaison capacity to assist in the development and coordination of activities related to junior officers in the USPHS Commissioned Corps. JOAG reports to the Office of the Surgeon General and is considered the “voice of junior officers.”

Voting Members are the leadership of JOAG. The group is comprised of one person from each of the 11 professional categories plus at-large members that can be from any category. Six of the Voting Members are elected to serve on the JOAG Executive Committee while the remaining members serve as chairs or co-chairs of JOAG’s committees. In addition, selected Voting Members serve as liaisons to their respective PACs, select incoming Voting Members, assist in award nominations, make presentations at the Officer Basic Course (OBC) and other venues, and perform other duties as requested by the Office of the Surgeon General and the JOAG Chairperson.

Voting Members normally serve for a two-year term, beginning October 1<sup>st</sup> of the nomination year and ending September 30<sup>th</sup>, two (2) years thereafter. Officers in the Dentist, Dietician, Therapist, and Veterinarian categories eligible to pin-on T-05 (Commander) after July 1, 2023 but before July 1, 2024 may serve a one-year term, unless eligible for a two-year term. Voting Members will be required to attend monthly JOAG meetings, including both Voting Member and General Member meetings. These meetings will be held on the 2<sup>nd</sup> Friday of every month from 1300-1400 or 1400-1500 Eastern.

For further information please review the flyer, “Why a Senior Officer of Civilian Supervisor Should Care About JOAG.”

My signature below indicates approval of this officer’s participation as a Voting Member of JOAG if selected (digital signatures are acceptable).

Print Supervisor’s Name	Signature	Date

The nominee should submit this form along with the rest of the application to the Voting Member subcommittee co-leads, LCDR Mavis Darkwah ([Mavis.Darkwah@fda.hhs.gov](mailto:Mavis.Darkwah@fda.hhs.gov)) and LT David Burnett ([David.Burnett@ihs.gov](mailto:David.Burnett@ihs.gov)) no later than **COB March 23, 2022**.



**JOAG** | JUNIOR  
OFFICER  
ADVISORY  
GROUP

## **JOAG Voting Membership Application Scoring**

- 1. Please write about your current/past JOAG involvement and accomplishments. Specifically, describe the impact of your work on these accomplishments. (25 points)**
  - General note: Depth and breadth of involvement are both factors, but specific accomplishments should weigh more heavily than a mere list of committees served on or activities participated in.
  - (0 points) No previous JOAG experience whatsoever.
  - (10 points) Minor participation with few accomplishments.
  - (20 points) Significant participation with either (A) multiple committees or roles and some accomplishments, or (B) a single role with significant leadership and/or notable accomplishments.
  - (25 points) Outstanding level of participation as shown by multiple roles of increasing leadership and responsibility, with accomplishments of increasing and/or notable significance.
  
- 2. Please comment on your leadership experience both inside and outside of JOAG and/or the USPHS. (25 points)**
  - General note: Leadership should not just be measured by post(s) held but also by accomplishments, the magnitude and impact of which are major factors in scoring this question.
  - (0 points) No leadership experience at all.
  - (15 points) Leadership of a relatively small organization or officer of an organization of larger significance, and accomplishments of limited scope.
  - (25 points) Leadership roles of national significance or of large influence and accomplishments of very significant scope.
  
- 3. Please describe your vision for JOAG, and what you would like to accomplish during your term as a Voting Member? Specifically, what particular committees are you interested in and why? Please address both questions. (30 points)**
  - General note: This should be scored based on several factors, as this is a multiple part question. Each part may be considered to be worth 10 points.
    - (max of 10 points) Vision for JOAG should be sweeping and far-sighted but should reflect an understanding of JOAG's role in the PHS and not step unrealistically beyond that understanding (i.e. JOAG won't lead the fight to cure cancer).
    - (max of 10 points) What the nominee wants to accomplish should make a measurable impact on JOAG or on the Corps, if implemented. Again, should be

far-reaching, but bound by an understanding of JOAG's role. Concrete plans are preferred to general statements.

- (max of 10 points) Committee or role desired should be based on the officer's past experience and/or on a very clear vision for how he/she would use that committee or role to have a beneficial impact on JOAG or the Corps.
- (0 points) None of the vision, desired accomplishments, and roles is well thought-out, relevant to JOAG, or realistic.
- (30 points) Vision, desired accomplishments, and committees/roles are all sweeping and visionary, but grounded in concrete plans and in a good understanding of JOAG and the Corps.

**4. What skills would you bring to JOAG? How would those skills benefit JOAG? (20 points)**

- General note: The relevance of certain skills is in the eye of the beholder. By presenting fact-based evidence or concrete accomplishments tied to his/her skills, the nominee makes clear how he/she can make a real impact on JOAG.
- (0 points) No skills relevant to JOAG are presented.
- (10 points) Good soft skills (i.e. organization, team-building, etc.) with evidence to back them up. Technical skills that may be of limited use to JOAG.
- (20 points) Outstanding soft skills with a proven track record for concrete results. Technical skills that may be of major impact to JOA