



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1373

ARNG-HRR

27 September 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: RRB Master Trainer Qualification Training

1. Reference. NGR 601-1, Army National Guard Strength Maintenance Program, 26 April 2006.
2. Purpose. To conduct training with all Recruiting and Retention Battalion (RRB) Master Trainers in an effort to educate competent and qualified trainers that will assist the Strength Maintenance Training Center (SMTC) with sustainment training requirements.
3. Background. Sustainment training is mandated as outlined in the reference listed. Educating the Master Trainers assigned to each RRB will assist in improving different recruiting tasks to increase overall recruiter effectiveness.
4. Command Emphasis. Each RRB is authorized, at minimum, one Master Trainer. The Master Trainer will assist in sustainment training for any RRNCO who has been identified as failing to or not meeting their SM mission.
5. Training Guidance and Course Registration.
 - a. Training Guidance. The SMTC will train RRB Master Trainers on the current sustainment package during the two training periods listed below. Travel days are authorized as the day before and the day after the scheduled start and finish dates. All RRB Master Trainers will attend at least one training date as outlined below. RRNCOs who fail to complete this requirement will no longer be authorized to perform this duty.
 - (1) Master Trainer Course 1. 29 October – 2 November 2018. This course is not to exceed 20 students.
 - (2) Master Trainer Course 2. 5 – 9 November 2018. This course is not to exceed 40 students.
 - b. Course Registration. Students will register using the PEC Portal. Follow these steps:
 - (1) Select the "Profile" tab, complete the form and save.


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(2) Select the "Register Self" tab, select register for the appropriate course as outlined in paragraph 5a (1) or (2).

NOTE: Students who are unable to register using the PEC Portal will contact Mr. Richard Richardson at Richard.m.richardson6.ctr@mail.mil or (501) 212-4736.

6. This message will expire 10 November 2018. Contents of this message will be stored on SMTC DOD LIVE Portal.

7. POC for this message is MSG Raymond Faucette at Raymond.f.faucette2.mil@mail.mil or (501) 212-6864.

for  LTC, en
ROBERT E KUSTER II
COL, AG
Chief, Strength Maintenance Division
Army National Guard

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All 54 ARNG RRB, Commander
ARNG SMTC, Chief (ARNG-HRR-T)
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