

examples of ncoer support form

Examples of NCOER Support Form are essential tools utilized by non-commissioned officers (NCOs) in the U.S. Army to document their performance and potential. The Non-Commissioned Officer Evaluation Report (NCOER) Support Form (DA Form 2166-9-1) is a critical document in the evaluation process, providing a structured approach for NCOs to set goals, communicate performance expectations, and receive feedback from their superiors. This article explores the various examples of NCOER Support Forms, their components, and best practices for completing them effectively.

Understanding the NCOER Support Form

The NCOER Support Form serves as a roadmap for NCOs throughout the rating period. It ensures that both the NCO and their rater are aligned on performance standards and expectations. This document is not just a checklist but a dynamic tool that encourages ongoing communication between NCOs and their raters.

Purpose of the NCOER Support Form

The primary purposes of the NCOER Support Form include:

1. Performance Planning: Establishes clear and measurable objectives for the rating period.
2. Feedback Mechanism: Facilitates continuous feedback between the rater and the NCO.
3. Documentation: Provides a record of the NCO's accomplishments and areas for improvement.
4. Promotion Readiness: Assists in evaluating the NCO's potential for higher responsibilities.

Components of the NCOER Support Form

The NCOER Support Form consists of several key components that guide NCOs in documenting their performance. These components include:

1. Administrative Data: Basic information about the NCO, including name, rank, and unit.
2. Rater Information: Details about the rater, including their position and relationship to the NCO.
3. Objectives: Specific, measurable goals the NCO aims to achieve during the rating period.
4. Performance Indicators: Criteria that will be used to evaluate the NCO's

performance against the established objectives.

5. Professional Development: Plans for personal and professional growth, including training and education opportunities.

6. Comments: Space for the rater to provide ongoing feedback and observations.

Examples of NCOER Support Form Goals

Setting effective goals is crucial for ensuring that NCOs remain focused on their performance and development. Below are examples of goals that can be included in the NCOER Support Form:

1. Leadership Development Goals

- Increase Team Cohesion: Facilitate team-building activities monthly to improve morale and trust among team members.
- Mentorship Program: Establish a mentorship program for junior soldiers, pairing them with experienced NCOs to foster professional growth.

2. Training and Readiness Goals

- Conduct Monthly Training: Plan and execute monthly training sessions that focus on critical skills required for the unit's mission.
- Achieve Certifications: Ensure all team members achieve necessary certifications (e.g., First Aid, CPR, HazMat) by the end of the rating period.

3. Operational Efficiency Goals

- Improve Equipment Maintenance: Reduce equipment downtime by 15% through regular maintenance checks and timely repairs.
- Streamline Processes: Develop a new process for inventory management that decreases time spent on supply requisition by 20%.

4. Personal Development Goals

- Education Advancement: Enroll in at least one military education course or civilian education program relevant to current duties.
- Physical Fitness: Meet or exceed the Army Physical Fitness Test (APFT) standards by incorporating a comprehensive fitness regimen.

Best Practices for Completing the NCOER Support Form

Completing the NCOER Support Form effectively is crucial for accurate evaluations. Here are some best practices to consider:

1. Set SMART Goals

Ensure that all goals included in the NCOER Support Form are SMART:

- Specific: Clearly define the goal.
- Measurable: Identify how progress will be tracked.
- Achievable: Set realistic and attainable goals.
- Relevant: Align goals with unit and personal objectives.
- Time-bound: Establish a timeline for completion.

2. Maintain Ongoing Communication

Regularly check in with your rater to discuss progress towards your goals. This will help ensure that you are on track and can make adjustments if necessary. Schedule periodic reviews to discuss your performance and any changes in objectives.

3. Document Achievements and Challenges

Keep a record of your accomplishments and any challenges you face during the rating period. This documentation can be invaluable when preparing for the evaluation and provides evidence of your performance.

4. Seek Feedback Actively

Actively seek feedback from peers, subordinates, and your rater. Constructive criticism can help you identify areas for improvement and enhance your leadership skills.

5. Review and Revise Regularly

Regularly review the NCOER Support Form to ensure that it remains relevant. As the rating period progresses, be willing to revise goals and performance indicators based on changing circumstances or priorities.

Common Pitfalls to Avoid

While completing the NCOER Support Form, there are several common pitfalls that NCOs should avoid:

1. **Vague Goals:** Avoid setting goals that are too broad or ambiguous, as this can lead to misunderstandings about performance expectations.
2. **Lack of Documentation:** Failing to document progress and achievements can hinder the effectiveness of the NCOER Support Form as a performance tool.
3. **Ignoring Feedback:** Disregarding feedback from the rater and peers can stifle growth and development.
4. **Infrequent Updates:** Not updating the form regularly can result in missed opportunities for improvement and alignment with the rater.

Conclusion

The NCOER Support Form is a vital component of the evaluation process for non-commissioned officers in the U.S. Army. By setting clear goals, maintaining communication, and documenting achievements, NCOs can effectively use this tool to enhance their performance and demonstrate their potential for future responsibilities. Understanding the components, examples of goals, and best practices will empower NCOs to take charge of their professional development and contribute positively to their units. By avoiding common pitfalls and staying proactive, NCOs can ensure that their NCOER Support Form serves as an effective roadmap for success.

Frequently Asked Questions

What is an NCOER Support Form?

The NCOER Support Form is a document used in the U.S. Army to establish performance objectives and expectations for Non-Commissioned Officers (NCOs) during the rating period.

What are some examples of objectives that can be included in an NCOER Support Form?

Examples of objectives include leadership development, improving unit readiness, enhancing soldier training programs, and fostering a positive command climate.

How can the NCOER Support Form impact an NCO's

evaluation?

The NCOER Support Form provides a clear framework for performance expectations, which helps ensure that NCOs are evaluated fairly based on the goals set at the beginning of the rating period.

What is the importance of communication in the NCOER Support Form process?

Effective communication between the NCO and the rater is crucial to ensure that both parties understand the objectives, assess progress, and make necessary adjustments throughout the evaluation period.

Can the NCOER Support Form be modified during the rating period?

Yes, the NCOER Support Form can be modified as necessary to reflect changes in mission requirements, priorities, or the NCO's performance and development needs.

What should an NCO include in their NCOER Support Form to demonstrate leadership?

An NCO should include specific initiatives they plan to implement, such as mentoring junior soldiers, leading training exercises, and contributing to unit morale, to demonstrate their leadership capabilities.

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