

***So, you'd like to be a Training, Advising, and Counseling (TAC) Officer at Warrant Officer Candidate School (WOCS) at either Fort Rucker or an RTI?***

Great! You've met the first requirement—you're a volunteer. And, you've made a wise decision. Being a TAC Officer (commonly referred to simply as a "TAC") can be an extremely rewarding assignment.

Before providing you information on qualifications and procedures for becoming a TAC, consider the following facts/notes about WOCS TAC duty to help you decide if you definitely want to pursue the opportunity:

- TACs come from both the Active and Reserve Components, and assignment as a TAC is MOS immaterial.
- WOCS' mission is "...to train and identify, in a select group of Soldiers, the necessary traits of leadership, mental and physical abilities, and moral values that will qualify them to become future Warrant Officers." As a TAC, your contributions toward accomplishing this mission would be evident every time a Soldier with whom you had worked walked across the stage on graduation day as a newly appointed confident, competent Warrant Officer.
- As a TAC, you would be required to train, develop, and evaluate Candidates' potential to be Warrant Officers. Because of your duties, you would know Candidates better than other cadre members and would be in a position to exert the most influence on their leadership development. You would be expected to guide Candidates to develop aggressiveness, stamina, effective time management, self-discipline, attention to detail, and other desired leadership qualities. One of your highest priorities would be to help Candidates, both former NCOs and individuals with little time in service, to fully understand the concept of "Officership."
- If you're selected to become a TAC, you'll receive specialized training to help you develop and improve skills that will enable you to effectively serve as role models for Candidates. This will include training in such areas as leadership, performance counseling, drill and ceremonies, physical fitness, instructing, and administration of programs of instruction.
- You should not consider an assignment as a WOCS TAC to be a "retirement assignment"; rather, you'll be expected to rejoin the operational Army after assignment as a TAC to continue contributing to the Army's mission.

Now, before you start aggressively pursuing an assignment as a WOCS TAC, regardless of your component, **ensure you meet all the qualifications listed in the following table that cannot be waived**. Just so you don't waste time, if you don't meet one or more of the qualifications, resolve the situation before you continue your pursuit. Although we don't provide you the rationale for each listed qualification, rest assured that there's a good reason it's included. For example, you must be in good physical condition to be a TAC because you'll regularly be participating in physical training with Candidates. (In addition to the qualifications that can't be waived, the following list does include one desired qualification—it's so noted.)

<b>Qualifications</b>	<b>Fort Rucker</b>	<b>RTI</b>
Be a volunteer and be willing to serve a minimum of two years as a TAC	X	X
Have two years service remaining (no hidden agendas!)	X	X
Have no plans to retire within the next two years	X	X
Be a CW2 (minimum three years time in grade) or CW3	X	
Be a CW2 (minimum three years time in grade), CW3, or CW4 ( <i>See note 7</i> )		X
Pass the standard 3-event Army Physical Fitness Test	X	X
APFT (alternate event) approved by Commandant, WOCC	X	X
Permanent profiles approved by Commandant, WOCC	X	X
Have recent deployment experience in a combat area such as Iraq or Afghanistan (desired)	X	X

Assuming you meet all the qualifications that can't be waived (congratulations!), then pursue TAC assignment by coordinating with your chain of command, Human Resources Command (HRC), branch manager, etc. While procedures for pursuing TAC assignment vary among units/components, **the following are “must dos/must haves”** for being selected.

<b>Selection Requirements</b>	<b>Fort Rucker</b>	<b>RTI</b>
Written recommendation from an officer in chain of command, lieutenant colonel or higher ( <i>See note 1</i> )	X	
Written recommendation from an officer in chain of command, lieutenant colonel or higher ( <i>See note 2</i> )		X
Written recommendation from the state Command Chief Warrant Officer (CCWO) ( <i>See note 2</i> )		X
Submit with application your last three Officer Evaluation Reports (OER) ( <i>See notes 1 &amp; 2</i> )	X	X
Email your qualifications to the Warrant Officer Career Center (WOCC) Deputy Commandant ( <i>See note 3</i> )	X	
Schedule a telephone interview with the WOCC Deputy Commandant ( <i>See note 4</i> )	X	
Receive approval for TAC assignment from the HRC, ARNG, or USAR as applicable ( <i>See note 5</i> )	X	X

**“Must dos/Must haves”** for TAC Certification and before performing TAC duties (see note 6 below).

<b>Certification Requirements</b>	<b>Fort Rucker</b>	<b>RTI</b>
Completed The Army Instructor Training Course (TAITC) prior to assuming TAC duties ( <i>See note 6</i> )	X	X
Completed The Army Small Group Instructor Training Course (SGITC) prior to assuming TAC duties ( <i>See note 6</i> )	X	X
Completed the Combat Lifesaver Course (CLS) prior to assuming TAC duties ( <i>See note 6</i> )	X	X

#### **NOTES:**

1. Send a copy of the recommendation to the WOCC Deputy Commandant, preferably as an attachment to the email discussed in number 3 below. If you're unable to attach the

recommendation to the email, you may mail it to the US Army Warrant Officer Career Center/ATSW-ZA, Building 5302 Outlaw Street, Fort Rucker, AL 36362.

2. Send a copy of the recommendation to the officer who will approve your assignment as an RTI WOCS TAC. At RTIs, the recommending and selecting official may be the same person; in such cases, the written recommendation must be forwarded to the RTI SME as this allows scheduling for the TAC Certification Course.

3. The email address for the WOCC Deputy Commandant is [ruck.atsw-za@conus.army.mil](mailto:ruck.atsw-za@conus.army.mil). In the email, explain in detail why you want to be a TAC and, if selected, what you would “bring to the table.” Your email to the Deputy Commandant should precede your phone call to schedule an interview (see 4 below).

4. Telephone numbers for scheduling this interview are 334-255-9031 or DSN 558-9031. Understandably, because of operational circumstances, you may find it difficult, or even impossible, to schedule an appointment. In such cases, state in your email to the Deputy Commandant (see 3 above) that you’ll be unable to schedule the telephone interview and request consideration based solely on your email; include a short explanation of why you won’t be able to call.

5. THIS NOTE ONLY FOR FORT RUCKER WOCS TAC APPLICANTS. If you’re selected for WOCS TAC duty, the WOCC Deputy Commandant will notify the appropriate component HRC/branch manager of your selection.

6. If you’re selected for Fort Rucker WOCS TAC duty and haven’t completed TAITC, SGITC and CLS, you may be scheduled for and complete the courses **after** you’re assigned to Fort Rucker. If you’re selected for RTI WOCS TAC duty and haven’t completed these courses, you may complete your TAC certification training prior to attending TAITC, SGITC and CLS, but you **will not** receive TAC certification to perform TAC duties in the RTI WOCS Program prior to completing the courses.

7. If you are a CW2 with less than 3 years time in grade, justification must be submitted thru your chain of command & RTI SME to the Commandant, WOCC for approval. It should be noted that no active component waivers will be approved regardless of years of enlisted service.

In closing, an assignment as a TAC Officer, at either Fort Rucker or a state RTI, is a highly rewarding and prestigious assignment; all the best as you pursue such an assignment, and we look forward to having you join the WOCS team!