

UNITED STATES ARMY WARRANT OFFICER CAREER COLLEGE (USAWOCC)



Training, Advising and Counseling (TAC) Officer Certification Course (TCC)

Are you qualified to become one of the elite TAC officers at the Warrant Officer Candidate School (WOCS) at Fort Rucker or at a Regional Training Institute (RTI)?

Being selected to become a TAC officer is a personally and professionally rewarding unique assignment. As a TAC you will have the opportunity to coach, counsel, and mentor our future Warrant Officers and provide insight on their leadership qualities.

TAC OFFICER FACTS:

1. TAC Officers come from both the Active and Reserve Components, and assignment as a TAC is MOS immaterial.
2. 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 graduation day when one of your Warrant Officer Candidates confidently accepts his/her appointment as a new Warrant Officer.
3. As a TAC, you will be required to train, develop, and evaluate a Warrant Officer Candidate's (WOC) potential to serve as a Warrant Officer. Because of your duties, you will know Candidate better than other cadre members and will be in a position to exert the most influence on their leadership development. You will be expected to guide WOCs to develop self-confidence, stamina and endurance, effective time management, self-discipline, attention to detail, and other highly desired leadership qualities. One of your priorities will also be to help Candidates, both former NCOs and individuals with little time in service, to fully understand the concept of "Leadership," and the importance of serving as a leader of character.
4. If you're selected to become a TAC, you'll receive specialized training via the TAC Certification Course to help you develop and improve skills that will enable you to more effectively serve as a comprehensive role model for Candidates. This will include training in leadership, performance counseling, drill and ceremonies, physical fitness, military briefings, and administration of course instruction.

5. You should not consider an assignment as a WOCS TAC Officer as a “retirement or take a knee assignment”; rather, expect a demanding yet rewarding assignment with an expectation to rejoin the operational Army.

Criteria / Qualifications for Selection/Certification as a TAC Officer.

Warrant Officers who wish to serve as TAC Officers must meet the following criteria:

	Rucker	RTI
Be a volunteer and be willing to serve a minimum of two years as a TAC Officer.	X	X
Have two years service remaining (no retirement planned).	X	X
Be a CW2, minimum of three years time in grade, or CW3. (Note 1A)(Note 1B)	X	
Be a CW2, minimum of three years time in grade, or CW3/CW4. (Note 1A)		X
Have the WOCC Commandant’s approval for permanent and temporary profiles. (Note 2)	X	X
Complete one of the following: Army Basic Instructor Course (ABIC), Foundation Instructor/Facilitator Course (FIFC), Army Instructor Training Course (TAITC) or Battle Focused Instructor Training Course (BFITC) as documented by DA Form 1059 (Note 3)	X	X
Complete the Army Small Group Instructor Training Course (SGITC). (Note 3)	X	X
Complete the TAC Officer Certification Course, 5K-F38 (after selection for TAC Officer duty).	X	X
Pass the standard 3-event Army Physical Fitness Test. (70% or above in each event)	X	X
Meet AR 600-9 height/weight standards as documented by a DA Form 705, and, if necessary, (exceeding table weight and requiring tape) DA Form 5500-R (male) or DA Form 5501-R (female). (Note 4)	X	X

Notes:

1A. For Ft Rucker - Submit justification to the Deputy Commandant, WOCC for approval; For RTI (WOCS/RC) - Submit justification through the chain of command and the WOC/RC SME to the USRNG Deputy Commandant, WOCC, for approval.

1B. CW2s with more than two but less than three years Time in Grade (TIG) upon application may submit a TIG waiver request to the Deputy Commandant, WOCC for TIG waiver consideration on a case-by-case basis.

2. Active duty and WOCS/RC applicants submit profile IAW Notes 1A and 1B above. Furthermore, submit any profiles obtained after completion of TAC Certification to the Deputy Commandant IAW Note 1A or 1B above

3. Selectees who have not yet completed this course may do so after graduating the TAC Certification Course; however, they will not be certified to conduct classroom instructions prior to completing the appropriate courses. TAC Officers will have one year to complete this requirement upon the day they graduated from the TAC Certification Course.

4. Once selected as a TAC who subsequently fail to meet AR 600-9 standards will be removed from duties involving Warrant Officer Candidates until they meet the standards.

TAC Officer Application Procedures

Once you have determined that you have met all of the non-waiverable qualifications, coordinate your intentions with your chain of command, Human Resources Command (HRC) and branch manager. While the procedures for pursuing a TAC assignment vary among units/components, as a minimum, applicants must comply with the following:

Application Procedures	Rucker	RTI
Email application to the WOCC Deputy Commandant. (Note 1)	X	
Submit application to the RTI WOCS TAC selecting official. (Note 2)		X
Submit the last three Officer Evaluation Reports with the application. (Note 3)	X	X
Submit a written recommendation from an officer in the chain of command, LTC or higher, with the application. (Note 3)	X	X
Submit a written recommendation from the State Command Chief Warrant Officer and submit it with the application. (Note 3)		X
Schedule telephone interview with the WOCC Deputy Commandant. (Note 4)	X	
Receive approval for TAC assignment from the HRC and ARNG or USAR, as applicable. (Note 5)	X	X

NOTES:

1. The email address for the WOCC Deputy Commandant is usarmy.rucker.cac.mbx.atsw-za@mail.mil. Applications must contain a detailed explanation of why the individual wants to be a TAC, and if selected, what the applicant would “bring to the table.”
2. At RTIs, the recommending and selecting official may be the same person. In all cases, the approved recommendation must be forwarded to the WOCS-RC SME to enable scheduling of the TAC Certification Course.
3. Send a copy of the recommendation and the evaluation reports to the WOCC Deputy Commandant, preferably as email attachments (usarmy.rucker.cac.mbx.atsw-za@mail.mil). If necessary, documents may be mailed to the US Army Warrant Officer Career College (ATSW-ZA), 5302 Outlaw Street – Swartworth Hall, Fort Rucker, AL 36362-5000.
4. Schedule the telephone interview (334-255-9031/0499 or DSN 558-9031/0499) only after submitting an application. If, due to operational circumstances, a telephone interview may be difficult or impossible, the applicant may request consideration based solely on the email application. The application must include a short explanation of why the telephone interview is not practical.
5. The WOCC Deputy Commandant will notify the appropriate component HRC/branch manager of individuals selected for assignment to Fort Rucker as WOCS TAC Officers.

Application Procedures (CONT)

1. Send a copy of the recommendation to the WOCC Deputy Commandant, preferably as an attachment to the email discussed in Note 3 above. If you're unable to attach the recommendation to the email, you may mail it to the US Army Warrant Officer Career College (ATSW-ZA), 5302 Outlaw Street - Swartworth Hall, Fort Rucker, AL 36362-5000.

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 Course.

3. The email address for the WOCC Deputy Commandant is usarmy.rucker.cac.mbx.atsw-za@mail.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 Note 4 above).

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 Note 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 APPLIES TO 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, and SGITC, 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 and SGITC, 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, a waiver request with justification must be submitted thru your chain of command & RTI SME to the Commandant, WOCC for approval.

In closing, an assignment as a TAC Officer at either Fort Rucker or a state RTI is a highly competitive and rewarding experience. All the best as you pursue such an assignment, and we look forward to having you join the WOCS Team!