



**United States Coast Guard**  
U.S. Department of Homeland Security

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TO ALCOAST

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ALCOAST 371/19

COMDTNOTE 5700

SUBJ: SOLICITATION FOR VOLUNTEERS TO SUPPORT THE COAST GUARD NATIONAL SCOUT JAMBOREE TASK FORCE

A. Military Assignments and Authorized Absences, COMDTINST M1000.8 (series)

B. Reserve Policy Manual, COMDTINST M1001.28 (series)

C. Volunteer Community Service, DHS Directive 254-01

1. The Coast Guard will host an exhibit at the National Scout Jamboree (NSJ), which will be held 21–30 July 2021 at the Bechtel Summit Reserve in Beckley, West Virginia. This high-visibility event presents a great opportunity for the Coast Guard to educate and inform a target audience of future leaders from around the nation about the missions and objectives of our Service. The NSJ brings together male and female Scouts, co-ed contingents of Venturers and Sea Scouts, and adult leaders for training and outdoor adventures and experiences. Scout attendance is expected to exceed 40,000, with an additional 10,000 day visitors. During previous Jamborees, the Coast Guard's exhibit required 80–100 volunteers. This cadre was comprised of active duty, Reserve, auxiliary, civilian, and retired personnel.

2. Volunteers have the opportunity to work in a joint task force, working directly with members of the Army, Air Force, Marines, Navy, and the National Guard in a Department of Defense exercise environment. Interested volunteers have the opportunity to complete portions of their Incident Command System Personal Qualifications Standards.

3. Volunteers are needed immediately to fill various leadership, liaison, and staff positions in the following functional areas:

- a. Administration
- b. Operations
- c. Exhibits
- d. Planning
- e. Logistics
- f. Merit badges
- g. Sea Scouts
- h. Communications
- i. Public affairs
- j. Safety / Medical Liaison

4. Prior scouting experience is not required, and this opportunity is open to male and female

members. Volunteers must submit the following information to CDR Cliff DeTemple, Commander NSJ Task Force, at [Clifford.J.DeTemple@uscg.mil](mailto:Clifford.J.DeTemple@uscg.mil):

- a. Name
- b. Rank/rate/position description and contact information
- c. Present unit and description of duties
- d. CG experience and specialties
- e. Name and contact information of supervisor
- f. Command approval (email, memo, or letter)
- g. List with up to 4 positions of interest as outlined in paragraph 3
- h. List of dates of availability to support the Jamboree
- i. Acknowledgement that the volunteer will comply with the Boy Scouts' requirements for all adult participants. Details can be found at:

[http://www.summitbsa.org/events/jamboree/volunteers/#health\\_fitness/](http://www.summitbsa.org/events/jamboree/volunteers/#health_fitness/)

- j. For volunteers with scouting experience (as a youth or adult), provide:
  - (1) a brief description of current or previous scouting experience, including past attendance at Jamborees
  - (2) highest scouting rank held, if any
  - (3) a list of all scouting training and certifications, if any, including merit badge counselor

5. Volunteers will be notified of their selection by email. In order to attend, all volunteers will need permissive orders, or equivalent, from their command and will be required to pay out-of-pocket for the trip to/from the Jamboree site. Travel costs, meals, and incidental expenses will not be reimbursed. Berthing onsite at the Jamboree will be in tents with cots provided by the NSJ. Showers are available. Volunteers will purchase meals from the NSJ messing facility. Anticipate approximately \$300–\$400 total for food and lodging. Funds (cash or check only) will be collected at the end of your stay.

a. Active duty members selected shall be authorized administrative absence, not chargeable as leave, to support the Coast Guard at the NSJ per REF (A), Chapter 2.A.10.a. Travel and per diem will not be reimbursed.

b. Reservists selected shall be authorized one unpaid ADT per day per REF (B), Chapter 2.B.3., Travel and per diem will not be reimbursed.

c. Civilians are limited to 40 hours of administrative leave (excused absence) per leave year for participation in mission-related volunteer activities, including the NSJ per REF (C).

Employees must have the approval of their first-level supervisor to participate in this activity. Employees requesting two (2) or more days of administrative leave must have the concurrence of their second-level supervisor. Time engaged in volunteer community service activities must be recorded in webTA using Leave Type "Admin/Excused Absence," and Transaction Type "Volunteers Community Service." If you have already used a portion of your available 40 hours of administrative leave, the balance of the time needed to volunteer for the jamboree will need to be made up using other leave or work schedule flexibilities, such as annual leave, accrued compensatory time off or earned credit hours (if available), or leave without pay. Bargaining unit employees must follow the provisions of their negotiated agreements when requesting leave for this community service.

6. Questions should be directed to CDR Cliff DeTemple , Commander NSJ Task Force, at

[Clifford.J.DeTemple@uscg.mil](mailto:Clifford.J.DeTemple@uscg.mil) or 414-324-5850; AETCM Shawn Burns, Command Master Chief NSJ Task Force, at 757-638-2700 or [Shawn.A.Burns@uscg.mil](mailto:Shawn.A.Burns@uscg.mil), or Mr. Joshua Buck, Chief of Community Relations, at [Joshua.M.Buck@uscg.mil](mailto:Joshua.M.Buck@uscg.mil) or 202-372-4609.

7. RADM Melissa Bert, Governmental and Public Affairs, sends.

8. Internet release is authorized.

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