

Inprocessing Salt Lake City Recruiting Battalion

Before you go to your Recruiting Station, you must first stop at our headquarters, US Army Recruiting Battalion located at 2830 South Redwood Road, Salt Lake City, UT 84119. This is an authorized delay and you will be reimbursed for the mileage. You are required to be at the Salt Lake City Recruiting Battalion at 0900 to begin your inprocessing, and you should expect your inprocessing to be complete by approximately 1600. Please make travel and lodging plans accordingly. We welcome your family to the battalion while inprocessing but it is recommended that they not accompany you while inprocessing. It is usually a long process and would be very boring for them. **Please call the Battalion S1 at (801) 974-9513 at least one week prior to your arrival to alert them of your arrival and to schedule an appointment for inprocessing. Appointments are only available Monday through Thursday.** The uniform for inprocessing is ACU's.

Documents you must bring to Inprocess are as follows:

- PCS orders with all amendments/endorsements
- DA Form 31 (Do not leave your unit without this, even if you are not taking leave)
- Marriage certificate (if applicable)
- Divorce decree if within one year, and any proof of support to dependents (if applicable)
- 201 File from last unit (will probably only contain your DD93, SGLI, and ERB/ORB)
- ERB/2-1 (AGR only)
- Certificate of Training – Recruiter Course
- Promotion packet – E5 RA only
- Finance packet (if you received any advances)
- Housing Termination (if applicable)
- NCOER – copy of last report
- Civilian Driver's License
- PT card (DA Form 705)
- Weapons Qualification – E4 and E5 (your last qualification will be used for promotion for your entire recruiting tour)

IF DOING FULL DITY OR PARTIAL DITY MOVE

- DD Form 2278
- Rental Agreement on truck/trailer
- Weigh tickets empty and full
- Fuel Receipts
- POV Registration
- DD Form 1351-2

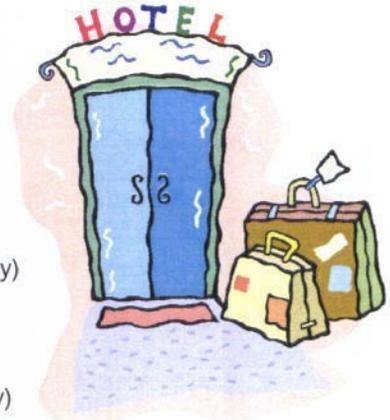
Housing – There are very few recruiting stations that have military housing nearby, so be prepared to live off post. Your Permissive TDY will begin the day after inprocessing. You are authorized 10 days PTDY for house hunting.

Finance – Finance inprocessing will also be done at the same time as Personnel inprocessing. It is very important that all documents listed below are brought with you so you will receive all pay entitlements as quickly as possible. The following is a list of entitlements you may receive:

- (1) TLE (HFL 1727) – You are authorized a total of 10 days TLE. This includes what is taken at the departing station and this gaining station. If at all possible, it would be wise to save as many of those days for house hunting on this end due to the low vacancy of housing.
- (2) SDAP – The rate of SDAP for recruiters is \$450.00/month, which will begin on the date of inprocessing or if applicable, the day after graduating ARC.
- (3) Rations (DA 4187) – The type of rations you will receive will be “Rations in Kind Not Available”. This will also begin the day of inprocessing.
- (4) BAH (DA 5960) – BAH will be initiated upon inprocessing. Your BAH will be determined by the zip code of your place of duty.
- (5) PCS Travel Settlement (DA 1351-2) – Receipts for gas, and miscellaneous (under \$75.00) will not need to be retained for your settlement. You are paid a flat per diem rate for yourself and your dependents and also for mileage (receipts are only needed if you make a DITY move or partial DITY move). If a DITY or partial DITY move is done, ensure all documentation received from Transportation is brought with you along with any

advance travel pay vouchers. If all documentation is provided upon inprocessing and is correct, then your settlement should take no more than 4 to 6 weeks and will be paid by EFT into the same account that your direct deposit is currently being received.

Advanced Pay (DD 2560) - You are authorized one advance pay prior to departing your unit. You are authorized a second advance pay after arriving to Salt Lake City. You should know it may take up to 4 weeks to collect your advance pay initiated from here. This is due to the fact that our serving finance is at Fort Carson, CO and all paperwork must be forwarded to them for processing.



Hotels close to Salt Lake City Recruiting Battalion

Country Inn - West Valley City
3422 Decker Lane Drive, West Valley, UT (0.87 miles away)
Phone number: 801-908-0311

Baymount Inn
2229 City Center Court, West Valley, UT (0.89 miles away)
Phone number: 801-886-1300

Crystal Inn
2254 City Center Court, West Valley, UT (0.89 miles away)
Phone number: 801-736-2000

Extended Stay America
2310 City Center Court, West Valley, UT (0.91 miles away)
Phone number: 801-886-2400

Intercontinental
1275 West 2240 South, West Valley, UT (1.04 miles away)
Phone number: 801-975-3000

La Quinta Inn - West Valley
3540 South 2200 West, West Valley, UT (1.10 miles away)
Phone number: 801-954-9292

Comfort Inn
2055 South Redwood Road, Salt Lake City, UT (1.15 miles away)
Phone number: 801-746-0080

Hampton Inn - Central
2055 South Redwood Road, Salt Lake City, UT (1.15 miles away)
Phone number: 801-886-0703





History of Army Recruiting

Recruiting for the U.S. Army began in 1776 with the raising and training of "continentals" to fight the Revolutionary War. USAREC traces its history back to 1822 when Major General Jacob J. Brown, Commanding General of the Army, started the General Recruiting Service. The first recruiting stations, called "rendezvous," were opened in New York, Baltimore, and Philadelphia.

Volunteerism has been the backbone of the Army during its history, with the draft having been in effect for only about 35 years, mainly during times of war and for a period of 20 years following the Korean Conflict. The last draftee entered the Army in December 1972. The only time conscription completely replaced volunteerism was during the later part of World War II.

Recruiting was reestablished in August 1945 under the direction of the Army Adjutant General's Office. In 1962, the recruiting function was transferred to the United States Continental Army Command.

The present Recruiting Command was formed on 1 October 1964 with headquarters at Hampton, Virginia. USAREC was given responsibility of both recruiting for Active Army and acting as the executive agency for the examining and entrance of volunteers of all services through a network of Military Entrance Processing stations (MEPS), formerly called Armed Forces Examining and Entrance Stations.

The USAREC headquarters was moved to Fort Sheridan, Illinois, during the summer months of 1973. This move was necessitated by the need for a more central geographical location and the expansion of the command's mission resulting from the implementation of the "All Volunteer" Army.

The examining and entrance function was transferred to the United States Military Entrance Processing Command (USMEPCOM), a joint Department of Defense (DOD) activity, on 1 July 1976. Since 1979 USAREC's mission has included recruiting for the United States Army Reserve.

The USAREC headquarters was moved to Fort Knox, Kentucky, during the summer months of 1992. This move was due to the closing of Fort Sheridan, Illinois.

Among the many persons who have served as recruiters was the late President and General of the Army, Dwight D. Eisenhower, who was assigned to the duty at Camp Logan, Colorado, during the years 1924-1925.

Today, the United States Army Recruiting Command is a big business, employing thousands of military and civilian personnel who are spread from the island of Guam in the Pacific, across the U.S. to Puerto Rico, the Virgin Islands and Europe.



The Challenge – Recruiting

Who is selected for Recruiting?

Who is chosen for the very important task of providing the strength of the Army? The answer to this question is **YOU!** You have been actively involved in the training of young Soldiers. Before you can effectively sell the Army to someone else, you must be involved in the training of young Soldiers. Before you can effectively sell the Army to someone else, you must have true love, dedication, and commitment for the Army. You will be detailed to recruiting duty for 3 years, which means that you will retain your Primary Military Occupational Specialty (PMOS) but will be actually working as a recruiter.

The USAREC Challenge:

The mission of USAREC is to "Provide the Strength." This means recruiting individuals in the necessary numbers and quality for the skills to keep the Army combat ready. There are several factors, which add to the difficulty of this mission. First of all, not everybody wants to join the Army. Second, not everybody meets the physical and mental standards needed in the Army. Third, the Army must compete against the other Armed Services in competing for the same market. Finally, the interests of individuals need to be matched with the skills and specialties needed in the Army. As you can see, recruiting involves a lot more than just putting in "numbers."

The Individual Challenge:

As a recruiter, you must sell the Army on a person to person level. To be successful, you must contact prospective enlistees and sell the Army. In many cases, an individual will have reasons for not wanting to enlist. You will need to use selling techniques along with your knowledge of Army enlistment programs to persuade the individual that the Army can meet their personal needs. It may also be necessary for you to persuade the individual that the Army can meet their needs better than any of the other Armed Services. Then, you must match that individual's interests with career management fields needed by the Army. Finally, you have to promote the Army with enthusiasm and recruit with integrity.

Recruiting – To Succeed or not Succeed:

One of the biggest questions that will be on the mind of a Soldier who has just been notified that he/she has been selected for recruiting duty is, "Can I make it on recruiting duty?" Soldier's anxieties are sometimes compounded by stories about disastrous things happening to recruiters who failed to meet their mission.

It will be primarily up to you as to whether or not you will be successful. Since the success of USAREC depends upon your success, you will be provided with necessary training and assistance to be a good recruiter. It will be up to you to use the resources available to help you become successful.

The New Recruiter Program:

"The New Recruiter Program" helps recruiters apply newly learned skills in the location where they will recruit. During this period, you will be working with experienced recruiters – your Station Commander, your 1SG along with the Master and Senior Trainers from your battalion. Who are experts in hands-on training and have the experience to help you. If you work hard and apply the knowledge you been provided, before you know it, you will be an "ACE" recruiter and will be instructing new recruiters coming into your station.

Recruiting – making Mission

How the mission is established:

The process starts with Congress, which dictates how large the Army can be. The Department of the Army (DA) then determines how many enlistments (by category) are needed to keep the Army at the strength prescribed by Congress (based upon the projected strength of the Army, taking in to account projected losses). This mission is then given to USAREC where it is broken down among each Recruiting Brigade then each Battalion, then each Company, and finally, to each station.

What happens if my Recruiting Station doesn't succeed?

Whenever the mission isn't accomplished at any level from HQ USAREC down to the individual recruiting station, it is very important to determine what needs to be done to get back on track. If your recruiting station doesn't make mission in a particular category, then personnel need to look at what they can do to improve their recruiting efforts in that category.

If recruiting stations use the tools available to help them recruit, plan their recruiting activities, and work hard, they should be able to make mission 99% of the time. If they don't follow the rules for being a successful recruiting station, they can expect a trend of failure in making mission, and that's when they invite problems. Making mission in USAREC is hard work, but it is not impossible.

Why not be the best?

If you work hard and become a successful recruiter, you will be recognized and rewarded. As a successful recruiter, you can look forward to awards, various forms of special recognition, and good assignments, promotion, and advanced schooling. So why not be the best?

A Career in Recruiting:

For many Soldiers, initial assignment as a recruiter is just the beginning of a career in selling the Army; selling the Army to people to enlist, or selling the Army to people to stay in the Army. If you elect to remain in USAREC, you can progress to positions of increasing responsibility. If you elect to depart USAREC, you will return to duty in your primary MOS.

Recruiting – Recognition and Rewards

Throughout the Army, Soldiers who do a good job are recognized and rewarded. This is especially important in USAREC where the work is demanding and the hours for the most part are long. Occasionally, you may feel that your hard work is not noticed, but that is not the case. In addition to all of the forms of recognizing and rewarding the good Soldier that are used throughout the Army, USAREC has a special incentive awards program.

In addition to standard Army forms of recognition, USAREC uses the Recruiting Incentive Program to recognize successful recruiters. The program involves a point system based upon overall mission achievement and achievement in specific mission box categories. Recruiters must earn the awards in a specified sequence. Here is a list of the various Recruiting Incentive Awards in the order of sequence in which earned.

Recognition and Rewards Continued

Silver Recruiter Badge

- 1st Gold Star
- 2nd Gold Star
- 3rd Gold Star

Each award also includes a certificate that is placed in your personnel records

Gold Recruiter Badge

- 1st Sapphire Star
- 2nd Sapphire Star
- 3rd Sapphire Star

Recruiter Ring

Glenn E. Morrell award (Medallion)

Other aspects of The Recruiting Incentive Awards Program

In addition to the above awards, there are other aspects to the Recruiting Incentive Awards Program. For example, The Secretary of the Army recognizes the Top Regular Army and Army Reserve Recruiters (selected from USAREC's annual award board). Local commanders also have their own programs of awards and recognition to supplement the USAREC program. Outstanding recruiters are also recognized in various command publications at all levels throughout USAREC.

Every year Salt Lake City Recruiting Battalion comes together as a whole to present our year end awards in many categories to the outstanding recruiters who strive to make mission. This is called The Annual Training Conference (ATC). The ATC is a formal event where most of us go TDY with our Soldiers. While the Soldiers are in training, the spouses are offered a variety of classes and activities. Usually this is all followed by the Awards Banquet. Here we attend a nice formal dinner and then the awards are handed out. This is a very special occasion and the spouses are urged to attend.

Meritorious Promotion:

Headquarters, Department of the Army has authorized USAREC to request meritorious promotions for deserving recruiters. Detailed recruiters (Regular Army) in the rank of Sergeant who have earned the Recruiter Ring may be recommended for promotion to Staff Sergeant. Also, the Department of the Army has allocated to USAREC 10 meritorious promotion allocations per fiscal year for career recruiters (79R) who may be promoted to the rank of Sergeant First Class. These Soldiers are selected through a combination of Brigade Commander's selection and a HQ USAREC selection board.

Recruiting – A Day in the life

The purpose of this scenario is to give you (the recruiter and the spouse) an example of various activities that may be

Encountered during a day on the job. Some of the activities (such as telephone calls) may occur daily and other activities particularly those listed for the early morning or evening may occur less frequently. To reach “your market” some evening and/or weekend work may be necessary. However if you plan your recruiting activities wisely, the number of extra hours should be kept to a minimum.

SGT Joe Smitty's day started when he rolled out of bed at 4:00 a.m., he went to pick up an applicant to take him to the MEPS for testing. When he got to the applicant's house, he found out that the applicant had decided not to continue with the processing.

SGT Smitty went home and called his Station Commander and informed him that the applicant would not be testing. He then went back to bed for a couple of hours of sleep. At 8:00 a.m. he woke up and went to his recruiting station.

The first thing that SGT Smitty did was review his planning guide. He needed to make up for the applicant who had decided earlier not to undergo processing, SGT Smitty decided that he needed to make 10 contacts per day, and that he should strive for 2 appointments per day. SGT Smitty then worked on updating his lead refinement list and determined whom he needed to call.

At 10:00 a.m., SGT Smitty went to his assigned high school to give a presentation on the Army to the senior class. After the presentation, SGT Smitty talked with the principal and school activities in which he could promote the Army. SGT Smitty had lunch with several seniors who had previously enlisted in the Delayed Entry Program (DEP).

At 1:00 p.m. SGT Smitty met with several business leaders in the community to discuss upcoming community events, where he could represent the Army.

At 2:00 p.m., SGT Smitty had an appointment with a prospect and persuaded her to start processing.

At 3:00 p.m., SGT smitty made his telephone calls for the day. He made 25 calls, contacted 12 and got 4 individuals to agree to appointments.

At 7:00 p.m., SGT Smitty had an appointment in a home with a prospect and his parents. The prospect told SGT Smitty that he wasn't ready to start processing, but that he would get back with SGT Smitty after he had gave it some more thought in a few days.

At 8:00 p.m., SGT Smitty checked out with his Station Commander and went home to spend some quality time with his family. His day finally ended when he went to bed at 10:30.

Your Chain of Command

While assigned to USAREC, your chain of command will be an important source of information and assistance to you and your family. Since you may be living and working in the civilian community, and possibly remote from an military installation, the role of your chain of command in providing you with information and assistance is especially important. While the USAREC chain of command is similar to the chain of command in a division, it is somewhat different from any other Army organization. So know and use your chain of command – it is there to support you.

The Recruiter:

The recruiter is the basic element of the USAREC organization. The recruiter is to USAREC what the infantryman is the infantry division. Without the recruiter, USAREC could not accomplish its important mission of providing the strength for the Army.

The Station Commander:

The first person in your chain of command will normally be the Station Commander. The Station Commander is the (79R) recruiter in charge of the Recruiting Station (RS). The RS usually consists of 2 to 5 recruiters. As a new recruiter, you will be assigned to a multi-person RS where an experienced recruiter will help you "learn the ropes." The RS commander will usually be in the grade of SFC or a senior SSG.

Recruiting Company Leadership Team (CLT):

Several RS are organized in a recruiting company (Rctg Co), under the supervision of the Rctg Co. commander. The Rctg Co. Commander is normally in the grade of CPT. The Rctg Co Commander is assisted by the First Sergeant.

Recruiting Battalion Leadership Team (BLT):

Several Rctg Co's (usually 4 to 6) are organized under a recruiting battalion (Rctg Bn). There are 41 Rctg Bn's throughout USAREC. The Rctg Bn is commanded by a Lieutenant Colonel. A staff to assist with the recruiting effort supports the Bn Commander. Some of the staff at a Rctg Bn headquarters include, among others, the Command Sergeant Major, the executive officer, adjutant, operations officer, supply personnel, and the personnel services assistant.

Additionally, the Rctg Bn Command Sergeant Major, the senior enlisted Soldier in the battalion, advises the Commander on all enlisted matters. The Rctg Bn staff will be an important resource for providing you, through your chain of command, with expertise on personnel and pay matters, administrative, and logistical support, and policies and procedures concerning recruiting.

The Recruiting Brigade:

Several Recruiting Battalion's are organized under a Recruiting Brigade (Rctg Bde). The Recruiting Brigade is commanded by a Colonel. There are 5 Recruiting Brigades in USAREC.



DEPARTMENT OF THE ARMY
US ARMY RECRUITING BATTALION SALT LAKE CITY
2830 South Redwood Road
Salt Lake City, UT 84119

REPLY TO
ATTENTION OF:

Soldier Family Assistance Program Manager

17 July 2008

Dear Soldier,

Hello, my name is Jo Kinchington. I am the Soldier Family Assistance Program Manager and Health Benefits Advisor for the Salt Lake City Recruiting Battalion. I wanted to take a moment to drop you a quick letter to say "welcome". If there is anything that I can do to make your transition easier, please feel free to call me at anytime. If you are interested in the Family Readiness Group Programs, Army Family Team Building (AFTB), TRICARE, TRICARE Prime Remote or Concordia Dental, I will try to answer whatever questions or concerns that you might have. My work number is: Commercial (801) 974-9521 or (800) 790-0963, option 66, (please call collect if necessary) or send email to jo.kinchington@usarec.army.mil.

The USAREC Military Spouse Information website is a new source of information for our Soldiers and families. The website is: <http://stage.usarec.army.mil/msis/index.htm>. The Army Family Team Building (AFTB) NetTrainer website is another great resource website. On this website you can learn about AFTB, register and take the complete Level I AFTB series online. The website is: <http://www.defenseweb.com/aftb>.

Once again welcome to the Salt Lake City Recruiting Battalion.

Sincerely,

Jo Kinchington

Health Care for the Soldier and the family

While you are assigned to USAREC, you may not be within commuting distance of the medical facilities normally found on a military installation. Consequently, it is very important that you be aware of the policies and procedures for obtaining health care in the civilian community and for reimbursement for health care received.

Tricare Prime Remote for Soldier and Family

Tricare Prime Remote is a program that provides Active Duty Service Members and families in the United States with a specialized version of Tricare Prime while they are assigned to duty stations in areas not served by the traditional military healthcare system. TRIWEST is the Tricare contractor, call 1-888-874-9378, or www.triwest.com for additional information.

Basic Benefits

- You will select a network doctor, also known as a Primary Care Manager, who will provide preventive services, care for routine illnesses or injuries, and will manage your referrals to specialists or hospitals if needed.
- Preventative care, such as immunizations and screening tests are covered benefits.
- NO out of pocket co-payments or deductibles.

Active Duty Service Member and Family Member Costs:

Active Duty Service Members pay nothing for approved health care delivered by authorized civilian providers. For primary care, no authorization is required when you obtain care from your PCM. For specialty care, your PCM or doctor must make the referral, and you must have an authorization from the health care finder (HCF). This includes hospitalization, ambulatory surgery, and other visits to specialists.

There may be circumstances in which the provider will not file a claim on your behalf. In these instances, you will be reimbursed for any costs you incur for authorized health care.

Tricare for Family Members:

Tricare is a regionally managed health care program for Active Duty and retired members of the uniformed services, their families, and survivors. Tricare brings together the health care and resources of the Army, Navy, Marines, and the Air Force. It also supplements them with networks of civilian health care professionals to provide better access and high quality service while maintaining the capability to support military operations.

The Triwest toll free number is 1-888-874-9378 or www.triwest.com for additional information. The TRICARE officer is staffed by Health Care Finders and Beneficiary Representatives who can answer any questions about Tricare,

Health Benefits Advisor:

The HBA for Salt Lake City Recruiting Battalion, is Mrs. Jo Kinchington. She can be reached at 1-800-790-0963, option 66, or (801) 974-9521. She is available to answer any questions you may have about health care for you and your family.

Mail Order Pharmacy:

Tricare Standard and Tricare Prime Remote beneficiaries may use the mail order pharmacy as an alternative to taking prescriptions to a walk-in pharmacy. For more information about Tricare, zip codes, and eligibility you may call Tricare at 1-866-363-8667, or visit www.express-scripts.com/TRICARE for more information on how to use this service.



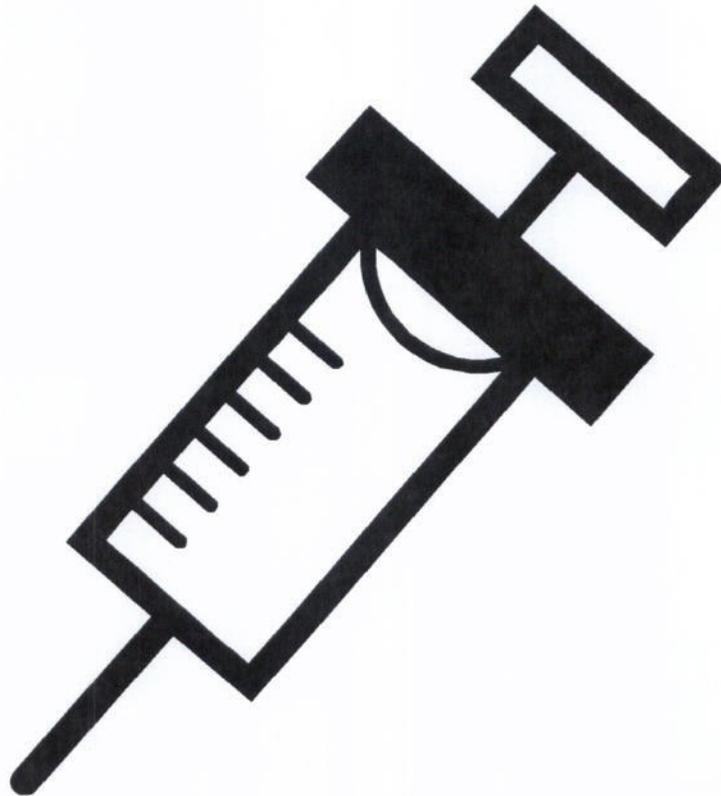
EFMP:

The Exceptional Family Member Program (EFMP) is a mandatory enrollment program that works with other military and civilian agencies to provide comprehensive and coordinated medical, educational, housing, community support, and personal services to families with special needs.

Soldiers on Active Duty enroll in the program when they have a family member with a medical, physical, emotional, developmental, or intellectual disability requiring specialized services. Being enrolled in EFMP will ensure that the needs can be considered in the military assignment process.

DEERS:

The Defense Enrollment Eligibility Reporting System is a computerized information service linked by an extensive voice and data communications network to Uniformed Services Installations. DEERS is used to verify and confirm the eligibility for those individuals receiving Uniformed Services Benefits. The system has many other uses as well, such as ID card issuance, locating master medical and dental records, and providing population information used to forecast constructions and benefit programs. This information helps allocate resources for building and staffing your schools, hospitals and commissaries, while also providing the means by which individuals are granted access to these facilities. For questions concerning DEERS enrollment, call the DEERS beneficiary telephone center 1-800-344-4162. It's very important that you change your address.



Military Facilities – Points of Contact:

The Salt Lake City Recruiting Bn is privileged to have several military installations in our battalion's recruiting area. Below you will find a list of installations and general phone numbers.

Red Cross (877) 272-7337

State of Idaho

Mountain Home Air Force Base (208) 828-2458
Dental Clinic (208) 828-7580
EFMP (208) 828-7620
Clinic (208) 828-7580
Transportation (Inbound & Outbound) (208) 828-1796
ID Cards/CAC (208) 828-2133

State of Montana

Malmstrom Air Force Base (406) 731-4900
Dental Clinic (406) 731-4633
EFMP (406) 731-2161
Clinic (406) 731-4633
Transportation (Inbound & Outbound) (406) 731-6276
Legal (406) 731-2878
ID Cards/CAC (406) 731-4155

State of Nevada

Nellis Air Force Base (702) 652-3327
EFMP (702) 653-3866
Clinic (702) 653-2227
Transportation (Inbound & Outbound) (702) 652-6683
ID Cards/CAC (702) 652-9073
Legal (702) 652-5407

State of Utah

Dugway Proving Ground (435) 831-2120
EFMP (435) 831-2834
Clinic (435) 831-3311
ID Cards/CAC (435) 831-2244
Legal (435) 831-3333
Transition (435) 831-2260

Hill Air Force Base (801) 777-4681
Dental Clinic (801) 777-7011
EFMP (801) 586-9521
Clinic (801) 728-2600
Transportation Inbound (801) 777-1848
Transportation Outbound (801) 775-2849
ID Cards/CAC (801) 777-1845
Legal (801) 777-6626

State of Wyoming

F.E. Warren Air Force Base (307) 773-2241
Clinic (307) 773-3461
Transportation Inbound (307) 773-3824
Transportation Outbound (307) 773-1848
Legal (307) 773-2256

Family Programs:

Soldier and Family Assistance Program Manager:

The Soldier and Family Assistance Program Manager (SFAPM) coordinates the services usually provided on installations by the Army Community Service (ACS) personnel. Services such as Family Advocacy, relocation assistance, Family Readiness Group volunteers and Army Family Team Building (AFTB) are all coordinated by our Battalion. Your SFAPM is Jo Kinchington who is also your HBA. Our SFAPM/HBA is the primary advisor to the Battalion Commander on matters pertaining to Soldier and family assistance programs.

Family Readiness Group (FRG) and Army Family Team Building

Each of our commanders has a Family Readiness Group (FRG) and Army Family Team Building (AFTB) volunteer assigned to support you and your family. Please check with your CLT or station commander as to the name and telephone number of the volunteer.

Family Advocacy Program:

The Family Advocacy Program (FAP) was established to deal with the prevention, identification, reporting, investigation, and treatment of all child and spouse abuse. For more information concerning family violence or the Family Advocacy Program, contact your battalion Soldier and Family Assistance Program Manager, the FAP manager in your Bde or call the SFAPM branch at HQ, USAREC.

Army Family Team Building:

Army Family Team Building (AFTB) is a readiness-training program for family members. This Department of the Army sponsored program has three purposes:

1. To improve overall readiness training of the force by teaching and promoting personal and family readiness through progressive and sequential education.
2. To assist America's Army in adapting to a changing world (draw-down, reduced resources, etc).
3. To respond to family issues in lessons learned (rear-detachment, standardized programs, false expectations, etc), from recent deployments.

AFTB plays a very important role in USAREC. AFTB provides the initial orientation to new recruits and their family members as to what they can expect of the Army and what the Army expects from them. Briefings, which include information about entitlements, relocation, and coping skills for separation, are conducted after the Soldier enlists and before the Soldier departs for initial Enlistment Training.

As well as training, the Future Soldiers and families of the Army, AFTB also presents these classes to family members of the command. Now USAREC has AFTB master trainers in each Brigade who can share their skills with instructor candidates in each battalion and headquarters. USAREC volunteers also add programs of instruction to equip USAREC family members with the skills they will need to cope with a tour of recruiting.

Army Emergency Relief:

Army Emergency Relief (AER) is just that, a relief fund for Army families in times of need. There are several categories that qualify for assistance from AER. AER can assist an Army family in cases like non-receipt of pay, loss of funds, medical, dental, or hospital expenses, etc.. If your family has an emergency the Soldier or spouse should make his/her chain of command aware immediately. AER may well be able to assist the family. Contact the local Red Cross or visit your local military installation for AER assistance.

Chaplain Services:

During your tour, 6th Brigade's clergy will be an important resource to you and your family.

Chaplains are members of the Army who serve God and their country. A chaplain can be a spiritual leader, an educator, a counselor, or a friend. The chaplain may give practical advice, offer encouragement, or help you find other sources of help in your local community. Contact your Soldier and Family Assistance Program manager for information on how to contact Clergy in your area. The Brigade Chaplain may be reached at (702) 639-2026.

Family Oriented Events:

In the Salt Lake City Battalion there are primarily three events that are centered around family.

1. Annual Training Conference (ATC). This is our end of year awards banquet/conference. This is the only event where we all come together as a Battalion. This a semi-formal event that includes a dinner, awards, activities for the spouses and children, and training for the Soldier.
2. Company Christmas Party. This is held sometime in December and focuses on the family as a unit.
3. Organizational Day. This is a holiday that is recognized by holding events like BBQ's or picnics, again this focuses on the family as a unit.



Resources:

The following is a list of internet sites that may be of some assistance to you and your family.

Recruiting:

United States Army Recruiting Command
USAREC Spouses Information Site

www.usarec.army.mil
www.usarec.army.mil/msis

Medical and Dental:

TRICARE
United Concordia

www.mytricare.com
www.ucci.com

Finance:

BAH rates
Pay charts

www.dtic.mil/perdiem/bahform.html
www.pay2000.dtic.mil

Spouse Support:

SGT Moms
Military Information

www.sgtmoms.com
www.militaryinfo.com
www.military-net.com
www.maingate.com

Army Family Liaison Office
Army Family Team Building
Military Spouse HQ
Life Works
Military Husbands
Army Wives
Military Moves
AAFES
Military Teens
Military Child
Military Kids

www.hqda.army.mil/acsimweb/family/family.htm
www.defenseweb.com/aftb/home.asp
www.mshq.net
www.militarylifestyle.com
www.militaryhusbands.com
www.armywives.com
www.moveagain.com
www.aafes.com
www.dticaw.dtic.mil/mtom
http://groton.k12.ct.us/www/milcone/links1.htm
www.militarykidz.com
www.militarybrats.com
www.rent.net
www.webpack.net/~rharris/nancy/deco/deco.htm

Rental Information
Making Quarters Home
Stay at home Military (Parenting)

www.geocities.com/heartland/pointe/7781/sahmmilitaryindex.htm

Recruiting Talk

Acronyms:

The following is a list of acronyms that you might hear your recruiter speak. This will be helpful in deciphering the lingo.

AD

Active Duty

AGR

Active Guard Reserve

AMMED

Army Medical Detachment

ARC

Army Recruiter Course

AFTB

Army Family Team Building

ALPHA

Applicant who scores a 50 - 99 on the ASVAB

ARADS

Army Recruiting and Accession Data System

ASVAB

Armed Services Vocational Aptitude Battery

ATC

Annual Training Conference

BAH

Basic Allowance for Housing

BRAVO

Applicant who scores 31 - 49 on the ASVAB

BLT

Battalion Leadership Team

CLT

Company Leadership Team

COI

Center of Influence

Contract

Applicant who enlists in the Active or Reserves Army

Detailed Recruiter

A Soldier who has been selected for recruiting duty, and will go back to his/her primary MOS

DEP LOSS

DEP who for one reason or another does not ship to Basis Training

FRG

Family Readiness Group, usually maintained by volunteers at a company level in recruiting

FUTURE SOLDIER

Applicant who has enlisted in the Active Duty or Reserves and ships within 365 of contract

GC

Guidance Counselor

GOV

Government Owned Vehicle

Hard Box

Achieving mission for both Reserve and Active Duty in the same station

HRAP

Hometown Recruiter Assistance Program

HQ USAREC

Headquarters, United States Army Recruiting Command

Lead

Potential prospect for the Army

LSC

Large Station Commander

MEPS

Military Entrance Processing Station

MOS

Military Occupational Specialty

OPSC

On Production Station Commander; usually a small station

PROSPECTING

Recruiting process that involves finding a potential enlistee

PMS

Production Management System

P1

Telephone Prospecting

P2

Referrals from DEPS

P3

Face to face prospecting

REA

Recruiter Expense Allowance; money claimed for reimbursement for paying for lunches, snacks, for applicants and DEPS, tolls, parking

RSM

Recruit ship month

SC

Station Commander

SDAP

Special Duty Assignment Pay

SFAPM

Soldier and Family Assistance Program Manager

Shipper

A DEP who is shipping to Basic Training

TDY

Temporary Duty

USAR

United States Army Reserve

USAREC

United States Army Recruiting Command

VOLUME BOX

Total combined contracts achieved in a station

WAIVER

Exception to policy, medical or moral

Supporting the Recruiting Mission and your Recruiter

- If you have the time, try and find out exactly what it is that your spouse has to do make mission
- Learn the recruiting language; that way your spouse can talk to you about his/her day without having to translate
- Participate in Army functions, DEP functions, and Station functions
- Be willing to talk to the spouses, fiancés, and parents of Future Soldiers about the positive part of being in the Army or married to a Soldier
- When you are asked for ID, present your military ID; this is a great way to catch the interest of those who do not know about the Army. Do a little recruiting of your own.
- Keep your recruiter's business card with you, that if someone notices your military ID and asks you are prepared
- Wear an ARMY T-shirt
- Fly the U.S. Army flag outside of your home
- Talk with your spouse, ask questions, and get involved in your recruiter's world. Get to know a little about the business

Finding Support

- Your Company Family Readiness Group (FRG)
- If there is not an active FRG or a leader, why not volunteer to help out
- Go to as many FRG and Command sponsored functions as you can
- Get to know other families (even from other services) who are on recruiting duty
- Talk with other spouses from your station, they are experiencing the same or similar situations
- Volunteer in your community or school organizations
- Locate the nearest military installation Family Readiness Center
- Contact the nearest FRG leader in your Company or the Battalion

Tips for Parents

- Explain to your children what your recruiters job entails, why the hours are so long, and why the job is so very important
- On Sundays have your recruiter read and record a few chapters of child(ren)'s favorite book for the child to play back when the recruiter can not make it home for bed time
- Reserve time once a week as family time. Even if it is only for an hour or two, and let very little interfere with spending time with your child(ren)
- Make a calendar and color the day that is reserved for family day
- Get a message board or dry erase board where the child(ren) can leave messages for your recruiter. Your recruiter can also use this as a message board to leave responses to the child(ren)
- Take the child(ren) to the office during a slow time so they can see where mom or dad goes everyday
- Occasionally allow your child(ren) to stay up late to see your recruiter
- If you can occasionally fit it in your schedule, why not fix dinner, pack it as a picnic (with the kids) and have a quick meal in the office

Ogden Company

Spanning the northern ¼ of Utah, southeast Idaho and western Wyoming, this company covers 66,000 square miles of territory. The heart of this company lies in northern Utah and the Great Salt Lake, an area of unspoiled beauty where adventure and Old West hospitality await. From the towering snow capped peaks of the Wasatch Mountains to the lush green valley floors, there is year-round enjoyment for everyone.

The communities of Idaho Falls, Kaysville, Logan, Ogden, Pocatello, Rock Springs, and Roy make up the Ogden Company.

Salt Lake Company

The name "Utah" comes from the Native American "Ute" tribe and means people of the mountains. Utah covers 84,900 square miles of land and is ranked 11th largest state in the United States. Because of the state's inland location Utah's snow is dry, earning its reputation for having the "Greatest snow on Earth" for skiing. There are 13 ski resorts offering skiing for all levels and abilities. From the towering snow capped peaks of the Wasatch Mountains to the lush green valley floors, there is year-round enjoyment for everyone who visits spectacular Utah.

Salt Lake Company is comprised of 8 recruiting stations located in the communities of Bountiful, Orem, Price, Provo, Sandy, South Salt Lake, West Jordan, and West Valley.

Butte Company

Montana, "Big Sky Country", land where you find dry, comfortable weather and a wide variety of natural and one of a kind attractions. The Big Sky is firmly grounded in the Montana mindset. This is the signature of Butte Company. Montana has nearly 17 million acres of national parks, 10 state parks, abundant wildlife, unspoiled rivers and lakes, and range after range of rugged Rocky Mountains, making it the choice of people who love the outdoors.

Butte Company is comprised of 8 recruiting stations located in the communities of Bozeman, Butte, Great Falls, Havre, Helena, Kalispell, Missoula and University of Montana at Missoula.

Boise Company

Boise Company covers all of Idaho except the panhandle, the eastern basin of Oregon and the northwestern corner of Idaho, and the northeastern corner of Nevada, incorporating over 98,650 square miles. Throughout the area there is diversity and adventure. The Snake River winds its way through the south of Idaho, as it has throughout the history of the colorful west. The skyline reflects an appreciation of modern architecture – a testimony to a city with pride in its past and excitement for its future. There is a reflection of the character of the people and the land working together to offer opportunity in the business, financial, professional, transportation, recreational and governmental center of the Gem State.

The communities of Boise, Elko, La Grande, Meridian, Nampa, Ontario, and Twin Falls make up the Boise Company.

Las Vegas Company

Tourism and conventions are the major industries in Las Vegas. Money Magazine listed Las Vegas as one of the best places to live. "Las Vegas is transforming itself from the U.S. gambling capital to a mecca for young ambitious families who may never set foot in a casino." It is within reach of such attractions as the Grand Canyon, Death Valley, Disneyland, Knotts Berry Farm and Hollywood. Las Vegas offers a variety of healthful recreational choices with activities designed for individuals of all ages. The city and county host over 90 parks, 25 public, semi-private, and private golf courses, countless tennis and racquetball courts, in addition to health clubs and spas.

Comprised of Las Vegas Company is 10 stations located in the communities of Cedar City, Centennial, Decatur, Green Valley, Liberty, Nellis, Sahara, Spring Valley, St. George, University Garden and University of North Las Vegas.

Big Horn Company

Big Horn Company covers two states – Montana and Wyoming. Montana is popularly known as the "Treasure State" because of its rich mineral resources. 46 out of 56 counties are considered "frontier counties" with an average population of 6 or fewer people per square miles. The eastern three-fifth of the state is in the Great Plains and is characterized by vast stretches of range land and dry-farming areas sharply cut by many small streams leading to the larger rivers. Wyoming known as the "Equality State" because of the fact that Wyoming was the pioneer in women's suffrage. Sixty percent of the state is ranch or farm, mostly grazing land. Eroded buttes and mesas occasionally rise as picturesque monuments above the general level of the plains.

Comprised of Big Horn Company is 8 stations located in the communities of Billings, Casper, Cody, Gillette, Glendive, Miles City, Riverton, and Sheridan.