

**National Staff Insignia  
National Staff Badge**



*every member of the National Staff wears this insignia centered on the right breast pocket.  
It is available from the Auxiliary National Supply Center (ANSC) after appointment.  
Your DC will have instructions for purchase.*



**National Directorate Commodore**  
*DNACOs are responsible for coordinating and overseeing the activities of several National Departments.*



**Directors**

*DIRs are responsible for the activities of one department. Departments have multiple divisions with multiple missions. DIRs have a deputy that serves as Chief of Staff (ie DIR-Hd).*



**Division Chief**

*DVCs are responsible for the activities of one division usually a major program or functional area. Divisions have multiple branches with multiple missions.*



**Branch Chief**

*BCs are responsible for the activities of one branch of a division. Branches have a single mission and may have multiple branch assistants.*



**Branch Assistant**

*BAs are responsible for assisting BCs usually in one aspect of a mission. This is frequently the entry level for National Service.*

**BE INVOLVED**

National Staff offers an opportunity for YOU to assist the US Coast Guard, US Coast Guard Auxiliary and your country.

With new responsibilities from the Department of Homeland Security, YOUR HELP is needed on all levels—Flotilla, Division, District, and National.

The TEAM is only as strong as YOU—

***Semper Paratus!***



Can  
You  
Help?



**RECRUITMENT  
AND  
SELECTION  
OF  
NATIONAL STAFF**



**Things to consider if you are interested in a National Staff position . . .**

### **PERSONAL GOALS**

~ consider what you want to contribute to National programs.

### **TEAMWORK**

~ cooperation and communication is fundamental to your role as a National Staff officer.

### **PERSPECTIVE**

~ National programs serve all districts throughout the United States.

### **RELIABILITY**

~ dependable personal communication including e-mail is a must.

### **TIME**

~ many positions require 10 hours or more per month.

### **CONSCIENTIOUSNESS**

~ is an integral link in the chain; your diligence to duty is essential.

### **“National Staff is for Work”**

**If you are ready to accept the honor of a National Staff position . . .**

**Update your personal resumé**  
~ detailing your Auxiliary Service as well as your employment history.

**Go to [www.cgaux.org](http://www.cgaux.org)**

Click on **HELP WANTED** page to check for current vacancies.  
Click on **FORMS** page for the National Staff Application (**ANSC 7062**) and 2 Assignment of Copyright forms (**ANSC 7063 & CGAuxA-7**)

### **PRINT AND COMPLETE ALL 3 FORMS**

~ notarized where required.

Mail all 3 forms and your resumé to Branch Chief, Talent Bank Staffing, Dept of Human Resources (BC-HCE) whose address is on the top of the Help Wanted page.



### **What happens next ...**

When a suitable match with a National Staff position is found, your application will be considered by the Director (DIR) of the Area the vacancy is in.

The DIR will solicit input from your District Commodore (DCO) before making their decision.

The successful candidate application will be sent to the National Commodore for appointment.

**THIS PROCESS CAN TAKE WEEKS OR EVEN MONTHS SO PLEASE BE PATIENT.**