



**OREGON MILITARY DEPARTMENT**  
JOINT FORCE HEADQUARTERS, OREGON NATIONAL GUARD  
230 Geer Drive NE  
P.O. BOX 14350  
SALEM, OREGON 97309-5047

26 August 2019

NGOR-HRO

MEMORANDUM OF INSTRUCTION

SUBJECT: FY20 Title 5/Title 32 Technician Supervisor Development Course

1. Overview: Per CNGBI 1400.25 Vol. 400, dated 05 September 2018, "Supervisors of NG employees must complete the NG Joint Supervisor Development Course within the first year of appointment." The three day course combines hands-on learning with live instruction from HRO personnel. Supervisor Development (formerly Supervisor Essentials) is mandatory for personnel (AGR or Technician) supervising Technicians. Attendance is required every three years. This course is for current supervisors of Technicians.

2. Training Details:

Instructors: HRO Subject Matter Experts

Dress Code: Duty Uniform for AGR/T32 Dual Status Technicians; business casual for Civilians

Location: Major General George White Headquarters 230 Geer Drive NE Salem Oregon 97301

Room: Level 1 West, Conference Room 153

Dates of Training: 3-5 December 2019, 18-20 February 2020, 19-21 May 2020, 4-6 August 2020

\*class times for all dates are 0800-1600

3. Instructions: Individuals will use the link and password below to register for the course. Travel expenses may be authorized for reimbursement if traveling over 50 miles to attend. Course materials will be provided by the instructor.

Link: [https://orng\\_supervisor\\_development\\_course\\_fy20.eventbrite.com](https://orng_supervisor_development_course_fy20.eventbrite.com)

Password: orng

4. For questions/concerns please contact the Human Resources Office at (503) 584-3975.

NGOR-HR Human Resources Development Specialist