

# CIVILIAN LEADERSHIP DEVELOPMENT SCHOOL

## DAF MILITARY PERSONNEL MANAGEMENT COURSE

(MAFHRMS416)



### Do You Need to Complete Mandatory Supervisor Training?

This course fulfills a Department of the Air Force (DAF) requirement for all first-level civilian supervisors of DAF military members.

### ABOUT THE COURSE

The Military Personnel Management Course (MPMC) is designed for civilians who are first-level supervisors of Department of the Air Force (DAF) military personnel. While not required, sister service military personnel supervising DAF military personnel are permitted to attend. The course covers topics mandated by the DAF providing supervisors a foundation in supervisory skills, fundamentals, and DAF requirements to supervise DAF military personnel.

### WHO MAY BE WAIVED/EXEMPTED

Per AF/A1 guidance, civilians who also currently serve in the Air Force Reserve (AFR) or Air National Guard (ANG), or retired from DAF active duty, AFR, or ANG within the past five years from course start are eligible for equivalency credit. Member's wing training office updates Defense Civilian Personnel Data System with code CAX for course credit.

### PRIOR LEARNING ASSESSMENT (PLA)

Supervisors with 3 years or more experience supervising DAF military members are eligible to take the MPMC PLA. Equivalency credit is granted for exam scores of 70% or above. The exam is designed solely for experienced supervisors with significant experience supervising DAF military members, and as the name implies, is a prior learning assessment. Access will be provided to the PLA on the first day of class.

### COURSE HIGHLIGHTS

This is an instructor-facilitated course, approximately 16-hours, and delivered over four weeks. The coursework is mostly self-paced and student progress is monitored through the LMS. The areas covered in the course are listed in the framework outcomes to the right. Each major area will contain readings, videos, exercises, and/or activities with graded course assessments requiring a minimum passing score of 70%, as well as optional instructor-led online webinars delivered on a web conferencing platform

### SCHEDULE, REGISTRATION, AND EMAIL INQUIRIES

- Search "CLDS" in internet browser or visit <https://www.airuniversity.af.edu/Eaker-Center/CLDS/> then click "Schedule of Classes and Enrollment Links" on right blue panel for info on registration.
- Send email inquiries to: Maxwell.ECPD.MPMC@us.af.mil

### DoD Framework Outcomes

#### Module 1

##### The Military Professional

Sources of Guidance and Authority

Military Justice System

Military Standards and Discipline

Role of the JAG / First Sergeant

Rank Structure

Awards and Recognition

Military Entitlements and Benefits

#### Module 2

##### Career Management

Performance Feedback

Evaluations Promotions

Assignments Retention

#### Module 3

##### Education and Training

Education and Training