

UNITED STATES MARINE CORPS

7TH MARINE REGIMENT
1ST MARINE DIVISION (RSM)
1 MARINE EXPEDITIONARY FORCE
MARINE CORPS AIR GROUND COMBAT CENTER BOX 78224
TWENTYNINE PALMS, CALIFORNIA 92278-2248



DIRECTLY REFER TO
3000
CO
6 May 11

REGIMENTAL COMMANDER'S POLICER LETTER 2-11

From: Commanding Officer
To: Distribution List

Subj: ENGAGED DECISIVE LEADERSHIP AND THE 7TH MARINES MENTORING PROGRAM

Ref: (a) NAVMC 2795, USMC User's Guide to Counseling
(b) NAVMC Directive 1500, Marine Corps Mentoring Program Guidebook
(c) MCO 1500.58, Marine Corps Mentoring Program (MCMP)

Encl: (1) Counseling Worksheet
(2) Sample Certification Letter

1. Situation. This policy letter establishes the 7th Marine Regiment's commitment to mentoring every Marine and sailor of the Magnificent 7th.

a. On 18 Jan 1921, General John A. Lejeune commented, "One must put himself in the place of those whom he would lead; he must have a full understanding of their thoughts, their attitude, their emotions, their aspirations, and their ideals; and he must embody in his own character the virtues which he would instill into the hearts of his followers." Reflecting on those comments reinforces the fact that the concept of mentoring Marines is not a new one, but rather a practice embedded within the historical foundation of our Corps.

b. Mentoring helps ensure Marines and sailors maintain the highest standards of behavior on duty, on liberty, and on leave; 24 hours a day, 7 days a week. Marines and sailors must understand and embrace the concept that everything they do, whether related to their personal or professional lives, affects the capability of their team to perform their mission successfully. Positive actions improve mission readiness and negative actions degrade mission readiness. Reference (a) is a useful tool that focuses on duty performance and is primarily structured for junior Marines and sailors. The Marine Corps

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Mentoring Program (MCMP) provides the tools to enhance the counseling program to include all aspects of a Marine's life.

2. Mission. Commanders and leaders at all levels will implement the MCMP in order to preserve and protect the force, support readiness, and develop Marines to their full potential.

3. Execution.

a. Commander's Intent. General Lejeune's guidance and direction has never been more relevant and important than it is in the 7th Marines today. The Regiment continues to deploy to combat on a regular basis. The 7th Marines have deployed numerous times since this War on Terror began and fought in many of the toughest battles in Iraq and Afghanistan.

At the same time, our proud image is tarnished too often by drug use, hazing, and domestic violence. We have separated entirely too many Marines for using controlled substances. Marines have died in drug-related incidents or have either attempted or have been successful in committing suicide. Too many young Marines we profess to care deeply about are ruining their careers and placing their lives at risk. Our strongest tool in battling these challenges is getting to know our Marines and sailors and guiding their actions through a strong mentoring program.

The importance of mentoring and counseling has been continually emphasized by the leadership of the Regiment and the battalions. Fundamentally, I believe our junior leaders at every level certainly understand the importance of getting to know their Marines and sailors. Despite this acknowledgement however, the challenge remains finding the time to prioritize counseling and mentoring of our men. Often, one on one time with them is the first thing to fall out when schedules get very busy, as they almost always are in 7th Marines. Understanding the competing challenges, I intend to be very directive in establishing a system to ensure spending time with our Marines and sailors, and getting to know them, remains one of the highest and most closely supervised priorities. This policy letter outlines that plan.

My end state is every Marine and sailor in the Regiment is counseled monthly in order to preserve and protect them as our most important asset.

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b. Concept of Operations. Commanders will embrace the MCMP, ensuring that all Marines and sailors are mentored and counseled. Commanders will develop 10 day 1st, 2d, 3d phase lines to spread load counseling thought the month.

c. Tasks. Battalion, and Headquarter Company Commanders.

(1) NLT 30 June, ensure Lt/SNCO teams review the SRB's and LES's of their Marines. After that date, ensure that SRB'S of every new join are reviewed within 30 days of his arrival.

(2) Lt/SNCO teams will counsel each individual Marine monthly. Counseling sessions should focus on the Marine's background, his goals, work performance, and particular personal or professional concerns. At a minimum, discussions should include: Where did he come from? How was he raised? Who were his parents? Where are they now? Who had the most significant influence in his life? Does the Marine personally know anyone that ever committed suicide? How does he view suicide? Where does he want to be in five years? Is the Marine in a relationship? What is the status of the relationship? How is the Marine's family doing?

(3) NLT 30 June, Lt/SNCO teams will make appointments with their married personnel to conduct home visits as a courtesy to introduce themselves to the Marine's family. After this initial visit, home visits will be conducted every six months. Ensure your leaders use this opportunity to highlight the command's family readiness program. Identify the unit's Family Readiness Officer and designated Family Readiness Advisors and Assistants. Encourage the spouse to participate in the LINKS program as a means of sharing her experience and knowledge (experienced spouses) or to learn about the support network that is available to them aboard 29 Palms (new spouses). Every effort will be made to ensure these visits are viewed as helpful and supportive vice intrusive.

(4) Lt/SNCO teams will ensure each Marine and sailor completes the Family Readiness contact sheet in order to support the commander's ability to open lines of communication between the command and the families, friends and loved ones of their Marines and sailors. Marines and sailors will be encouraged to list contact information for their girlfriends or fiancées as well.

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(5) NLT 25th of each month, platoon and company commanders will provide letters certifying the above listed actions have been completed. Letters will be addressed to their respective commander (reference Encl (2)).

(6) NLT the 30th of each month, battalion, and Headquarters Company commanders will provide a letter addressed to the Regimental Commander certifying that Marines and sailors have been counseled and updated the MCT contact sheet. This letter will be provided on naval letterhead. Email is not an acceptable option for passing compliance.

d. Coordinating Instructions.

(1) Each commander will provide a class to the Lt/SNCO teams on how to read an SRB with emphasis on identifying any associated waivers and what they mean.

(2) Each commander will provide a class to unit leaders on counseling Marines and sailors. Emphasis will be placed on relaxed, informal counseling that gets the Marines and sailors talking.

(3) While commanders will ensure that white space is provided in weekly schedules for counseling, they will also drive home a mindset that counseling can be done at anytime, anywhere.

(4) To ensure that counseling is not pushed to the end of the month, units will develop 10 day 1st, 2d, 3d phase lines to spread load counseling throughout the month.

4. Administration and Logistics. MCMP materials are available from the CG Training and Education Command, website at <http://www.tecom.usmc.mil/>.

5. Command and Signal.

a. Command. This policy letter is applicable to the Marines and Sailors of the 7th Marine Regiment (REIN)

b. Signal. This policy letter is effective on the date signed.


A. E. RENFORTH

COUNSELING WORKSHEET

Name: _____ Grade: _____ Billet: _____

PHYSICALLY/VISUALLY VERIFY THE FOLLOWING ITEMS

ID Card Serviceable:	Yes / No	Motorcycle License:	Yes / No
Driver's License:	Yes / No	Motorcycle Safety Training Conducted:	
Rifle/Optics Card:	Yes / No	Recall Phone Number:	_____
Room Key:	Yes / No / NA	Address/Rm #:	_____

- Review SRB and LES for waivers and/or inconsistencies. Date Conducted: _____
- Counsel the Marine:
 - Where are you from?
 - How were you raised?
 - Where is your family now?
 - How often do you contact them?
 - Who had the most significant influence on your life?
 - Do you personally know anyone who committed suicide?
 - Where do you want to be five years from today?
 - What is your plan to get there?
 - How can the chain of command help?
 - Do you understand the Marine Corps and Regimental zero tolerance drug policy?
 - Are you currently in a relationship?
 - Do you have any children and how are you supporting them?
 - What is the status of that relationship?
 - How is your family doing?
- Has the Marine submitted the Family Readiness contact sheet to the FRO?
- Is the Marine married: Yes / No Is the spouse at 29 Palms: Yes / No / NA
- Conduct a home visit as a courtesy to introduce yourself and check on the Marine's family.
 - Date conducted: _____

NOTES:

Marine performing counseling: _____ Date counseled: _____

Enclosure (1)

UNITED STATES MARINE CORPS

BATTALION
7TH MARINE REGIMENT, 1ST MARINE DIVISION (REIN)
1 MARINE EXPEDITIONARY FORCE
MARINE CORPS AIR GROUND COMBAT CENTER BOX 78360
TWENTYNINE PALMS, CALIFORNIA 92278-8260



INREPLY REFER TO
3000
CO
6 May 11

From: Commanding Officer
To: Commanding Officer, 7th Marine Regiment

Subj: MONTHLY COUNSELING CERTIFICATION LETTER

Ref: (a) NAVMC 2795, USMC User's Guide to Counseling
(b) NAVMC Directive 1500, Marine Corps Mentoring Program Guidebook
(c) MCO 1500.58, Marine Corps Mentoring Program (MCMP)
(d) 7TH Marine's Regimental Policy Letter X-11

1. I certify that ___ Battalion has completed monthly counseling sessions for [insert month] 2011. Specifically:

a. My Lt/SNCO teams have conducted monthly counseling sessions with each individual Marine.

b. My Lt/SNCO teams have ensured that each marine has updated his Family Readiness Contact Sheet.

F. I. LAST

Enclosure (2)