



## SAN DIEGO COUNCIL

NAVY LEAGUE OF THE UNITED STATES  
*Serving the Sea Services since 1902*

1650  
Ser NLS/081  
December 16, 2022

### MEMORANDUM FOR NAVY, MARINE CORPS, COAST GUARD AND MERCHANT MARINE COMMANDS IN THE SAN DIEGO COUNTY

Subj: 2023 SEA SERVICE MEMBER OF THE YEAR AWARD

Encl: (1) 2023 Sea Service Member of the Year Nomination Package  
(2) 2023 Sea Service Member of the Year Criteria

1. The San Diego Council of the Navy League of the United States is pleased to announce the “Sea Service Member of the Year Award.” The purpose of this award is to recognize the exemplary performance of active duty enlisted service members from the Navy, Marine Corps, Coast Guard and Merchant Marine commands in San Diego County. The awards ceremony will be held at our Navy League San Diego Council Breakfast Event on May 5, 2023 at Admiral Baker Golf Clubhouse, located at 2400 Admiral Baker Road, San Diego, CA 92124 from 7:30am-9:00am.
2. As the Commanding Officer, you are invited to nominate one outstanding enlisted service member in each respective pay grade category: Junior Sea Service Member of the Year; E1-E4, Sea Service Member of the Year; E5 and Senior Sea Service Member of the Year; E6 to be honored at the ceremony. The Award Winners will be announced during our Breakfast Event and will be honored as the “2023 Sea Service Member of the Year” in its respective category. All nominees attending breakfasts will be covered at no charge and complimentary on behalf of Navy League San Diego. An extended invitation goes out to all command leadership and chain of command of the nominees and encouraged to register and pre-pay online prior to this special event no later than Apr 28, 2023.
3. Candidates will be graded on command impact and significant achievements during the 2022 calendar year, as well as their commitment to their continuing education, community involvement and deployment/operations if applicable. Each command will submit no more than 2 pages of information on the nominee, and the nominee’s **one page single spaced, Times New Roman Font, 12 pitch typed essay** on the topic of “**What Military Service Means to Me**” with the application. Award submission package will not exceed three pages. Attached enclosure (1) is the nomination package and enclosure (2) is the criteria used in selecting our award winner.
4. All nominations must be received by close of business, Friday, March 31, 2023, to allow our Award’s Board time to carefully review each submission. There will be **no exceptions or extensions** to the deadline date. Please email your application in **PDF format** to: [executivedirector@navyleague-sd.com](mailto:executivedirector@navyleague-sd.com). For additional information you can contact him at (619) 230-0301.

E. M. BELMARES  
CMDM, USN(Ret)  
By direction

From: Commanding Officer,  
To: San Diego Council of the Navy League  
Attn: Sea Service Committee Chair

Subj: 2023 Sea Service Member of the Year Award Nomination

Encl: Nominee's Essay "What Military Service Means to Me" (1 page)

1. In recognition of professional achievements and dedication to duty for the Navy League San Diego Council 2023 Sea Service Member of the Year Award **in case of: Rate (Warfare if applicable) Full Name, USN, USMC, or USCG**
2. Command Senior Enlisted Leader Information:
  - a. Rate/Warfare and Name/Branch of Service:
  - b. Email address/phone number:
  - c. Command address:
3. Sea Service Member of the Year (SSMoY) Nominee Information:
  - a. Category submission: Junior SSMoY; E1-4 / SSMoY; E-5 / Senior SSMoY; E-6
  - b. Rate/Warfare/MOS and Name/Branch of Service
  - c. Job Title (Primary Duty)
  - d. Collateral Duties
4. Nominee Command Impact and Significant Achievements
  - a. Leadership:
  - b. Professionalism:
  - c. Award Achievements:
  - d. Education (Military or Civilian) Accomplishments:
  - e. Community Service Involvement
  - f. Deployment/Operation Impact:
5. Commanding Officer Comments:

## 2023 SEA SERVICE MEMBER OF THE YEAR CRITERIA

All awards, community involvement and education, civilian and/or military performance must be awarded/received within the competitive year timeframe; January – December 2022. Awards received in 2023 for performance completed in the competitive year timeframe (Jan – Dec 2022) will suffice, but must be submitted with award package no later than the deadline due date.

1. Leadership ability as presented in CO's endorsement (**max: 10 points**).
2. Professional performance, and impact on service member unit/command/service, as presented in CO's endorsement (**max: 10 points**).
3. Award points (**max 10 points**)
  - Meritorious Service Medal or higher – 10 pts
  - Navy/Marine Corps/Coast Guard Commendation Medal – 5 pts
  - Navy/Marine Corps/Coast Guard Achievement Medal – 3 pts
  - Certificates of Appreciation, Letters of Appreciation – 1 pt.
  - Awards in combat zone – add 5 pts
4. Education (**max 5 pts**) and Community Service (**max 5 pts**) will be looked at in the total scope of the person's job and their ability to do this based on the mission.
5. Essay (**max 5 pts**). The essay is subjective, and will be graded on how the Board Member views its content. This is not an all-encompassing list, but consideration on maturity, grasp of the significance of military service, understanding of their role in the mission accomplishment, how they have been affected by their service, or how they have viewed others in the service, if they followed directions for submission, etc will be taken for account for grading the essay.
6. Discretionary points (**max 5 pts**). Discretionary points will be entirely up to the Awards Board Member grading the package, and may find one area to be more significant than another area. This is where the discretionary point will be accounted for in logging points.

Historically, Board Members have used discretionary points for those who were deployed during the competitive year timeframe due to not having the same opportunities in various categories to those not deployed.

### **Possible total: 50 points**

ALL packages will be graded and ranked from top to bottom. This will enable Board Members to mathematically determine the top candidates. There will be no ties when submitting your rankings. ALL packages and notes will be kept confidential and the winners will not be disclosed until the official awards ceremony announcement.

As a reminder; Award Packages, **not to exceed three pages**. The first two pages is the command and nominee information. The third page will be a **one page single spaced, Times New Roman Font, 12 pitch typed essay** on the topic of **"What Military Service Means to Me"** with the application.