



PA SPECIALIST ORAL BOARD OVERVIEW

The purpose of the Public Affairs Specialist Oral Board is to provide an opportunity for the public affairs members to demonstrate the knowledge and skills needed in planning, organizing, implementing and evaluating a single public affairs campaign and missions for the Coast Guard. The campaign may focus on any topic or subject of interest to the flotilla and should involve the majority of the flotilla members.

The process consists of two major parts: the written documentation of PQs and/or AUX-12 Completion and an oral interview by the Public Affairs oral board representatives.

The oral board representatives will either PASS or FAIL that candidate based on the performance of the candidate. There are no points associated with the oral board.

If a candidate fails, the Oral Board Branch Assistants must provide written explanation as to why a candidate failed to the Branch Chief. Then, the Branch Chief must provide the written documentation to the Division Chief of Training as to why the candidate failed.

One to three public affairs specialists may participate as board representatives in the oral board. All PA oral board representatives must be present. Each PA Specialist Candidate must respond to questions taken from the specific PQs Worksheet that the PA Specialist Study Guide supports.

The body of the written PQs documentation must be limited to 5 numbered pages, must be signed by a AUXPA3, an elected officer, or Coast Guard active duty PA Specialist and submitted with the electronic packet. The oral board representatives may bring all visual aids to the review. Only questions from the approved PQs worksheets may be used during the board.

The oral board will last not longer than 45 (forty-five) minutes, followed by a maximum 15 (fifteen) minute discussion between board members to determine if the candidate passed or failed. The oral board may consist of an explanation and description of the 15 questions from the PQs worksheet, the candidate's experiences or work and other relevant questions. The board may also ask questions regarding the ranks within the Coast Guard, however the board member may only focus on up to fifty percent (50%) of those ranks during the oral board.

The board members will evaluate the performance of the candidate, focusing on the effectiveness of public speaking and presentation skills and how well the candidate responds to questions that the board members ask.

If the PA Specialist Candidate is not prepared for the oral board as evidenced by the lack of correct answers or knowledge of the PQs Worksheet the candidate will be asked to restudy the material or perhaps utilize a mentor until they have a command of the answers to become a PA Specialist at a specific level.

If a PA Specialist Candidate takes the oral board for an AUXPA2/AUXPA1 but only is successful with the AUXPA2, they will receive the AUXPA2 certification and will be allowed to restudy the AUXPA1 material and retake the AUXPA1 boards after 6 months. The PA oral board members will address a AUXPA2/AUXPA1 oral board to ensure that the AUXPA2 information is completed and answered prior to asking any AUXPA1 information to avoid confusion.

KNOWLEDGE AND SKILLS DEVELOPED

PA Specialist Candidate will demonstrate knowledge and skills needed to address and develop many 21st century skills, in the following categories, desired by today's Coast Guard:

- Communication and Collaboration
- Creativity and Innovation
- Critical Thinking and Problem Solving
- Flexibility and Adaptability
- Information and Media Literacy
- Initiative and Self-direction
- Leadership and Responsibility
- Productivity and Accountability
- Social and Cross-cultural Skills