



# Better Opportunities for Single Soldiers

## Annual Training / Life Skills Process

Installation Management Command integrates and delivers base support to enable readiness for a globally-responsive Army

**We are the Army's Home**

Serving the Rugged Professional

# Life Skills – What and Why

Life skills are abilities for adaptive and positive behavior that enable humans to deal effectively with the demands and challenges of life.

The Life Skills Program teaches primary learning objectives to improve a Soldier's resiliency. Additionally the program contributes to growth of five primary areas: **personal and character development, earning skills, health and nutritional wellness, physical strength, and emotional stability.**

So, what is a Life Skill?

## Checklist Activity Topics

1. Contributes to growth in five primary areas
2. Aligns to Pillar(s)
3. Supports Readiness
4. Fiscally responsible

Health  
Auto Skills  
Finance  
Interpersonal Skills  
Housing  
Family  
Gardening

Wounded Warriors  
Insurance  
Military Specific  
Recreation and Leisure  
Team Work  
Cooking  
Other \_\_\_\_\_

Use discretion and caution when approving

1. Limit “goodies” be smart how you spend money
2. Make sure you quantify and justify

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# Life Skills - Phases

The Life Skills Program consists of five (V) phases; Phase I (Gather Data), Phase II (Develop Plan), Phase III (Educate the Garrison), Phase IV (Implement the Plan) and Phase V (Evaluate).

- **Phase I (Gather Data).** Gathering information to better understand what currently exists on the installation, what resources are needed for the program, program cost analysis, customer demographics and their interest.
- **Phase II (Develop Plan).** With the aid of the MWR advisor, the BOSS council plans in tandem with the mission of the installation command to ensure cohesiveness. BOSS works in conjunction with other Family and MWR programs such as entertainment, recreation centers, auto skills, and outdoor recreation (ODR).
- **Phase III (Educate the Garrison).** Identify appropriate personnel to be briefed (e.g. BOSS Council, Garrison Commander, Command Sergeant Major, Program Managers) on the program. Prepare for and conduct program briefing to include; purpose, life skills definition, costs, measurable expectations, and timeline.
- **Phase IV (Implement Plan).** Execute the approved life skills activity.
- **Phase V (Evaluation).** Conduct analysis and feedback of the life skills activity by preparing an after action report and ensuring all activity participants complete the life skills survey immediately following.  
The life skills survey is located at  
<https://www.imcomsurveys.com/se/724B3387172B84E8>.



# Life Skills - Process

1. Assemble Plan (Phase I-III)
2. Route plan and documents for approval
  - Email Subject Line - BOSS Life Skills and - Title of Activity
  - Life Skills ANNEX B (checklist)
  - Life Skills Template
3. Approval Chain
  - Garrison MWR Advisor
  - Garrison Command Sergeant Major
  - Directorate Program Coordinator
  - Directorate Command Sergeant Major
  - IMCOM HQ Program Coordinator
4. Implement approved plan
5. Participants complete the life skills survey
6. Submit After Action / Program Share Tool
7. Request Reimbursement

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# Life Skills - Checklist

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Annex B (Checklist) to IMCOM OPORD 16-066: Better Opportunities for Single Soldiers (BOSS) Life Skills Program (U)

Title: \_\_\_\_\_

Garrison: \_\_\_\_\_

Proposed Date of Life Skills Activity: \_\_\_\_\_

Name/Email/Phone of Garrison BOSS POC: \_\_\_\_\_

A. Does Life Skills activity meet the following required conditions?

- Y  N 1. Engaged single Soldiers at BOSS Council Meetings for input?
- Y  N 2. Needs assessment conducted?
- Y  N 3. Does the Life Skills activity tie into the core components (three pillars) of BOSS?
- Y  N 4. Garrison Leadership approves Life Skills activity?
- Y  N 5. Researched best practices?
- Y  N 6. Established Life Skills execution plan?

B. What Life Skills activity topic does this fall into? (Select all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Health                 | <input type="checkbox"/> Auto Skills          |
| <input type="checkbox"/> Finance                | <input type="checkbox"/> Interpersonal Skills |
| <input type="checkbox"/> Housing                | <input type="checkbox"/> Family               |
| <input type="checkbox"/> Gardening              | <input type="checkbox"/> Wounded Warriors     |
| <input type="checkbox"/> Insurance              | <input type="checkbox"/> Military Specific    |
| <input type="checkbox"/> Recreation and Leisure | <input type="checkbox"/> Team Work            |
| <input type="checkbox"/> Cooking                | <input type="checkbox"/> Other _____          |

C. Which of the following pillars does the program align with? (Select all that apply)

- Community Service
- Recreation and Leisure
- Quality of Life

D. Readiness, that's what the Army is about. How does the activity relate to readiness?

E. Approximate cost to deliver the program?

Garrison MWR Advisor Signature: \_\_\_\_\_

Region Program Coordinator Signature: \_\_\_\_\_

Region Command Sergeant Major Signature: \_\_\_\_\_

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10SEP2017



# Garrison Name Here

# Life Skills Event Name Here



## Synopsis:

Provide a brief, 2-3 sentence summary of the 5 W's regarding the Life Skills event. This should be a summary only; the specifics will be entered in the next section!

- Picture of location of event. Add a legend and symbols as needed.



## Concept of Operations:

In this section you will provide a detailed explanation as to how this event will be conducted. It helps to break the event into phases, or to write using a chronological order. Include any external coordination that will be conducted. After completing this section, the reader should have a solid understanding of how the event is going to occur. Any contingency operations which may be required should also be listed here, such as alternate sites, instructor or weather contingencies, etc.

If you seem to need more space than this, you can always reduce font size. However, consider removing information that may be replicated elsewhere, such as the timeline of events which will be listed on page 2. Instead, focus on concepts of implementation and actors that will dictate success or failure.

If you don't need all the space, that's fine! Increase the font size slightly and move on. But, make sure you've been descriptive enough that the reader is left with few, if any, questions.

## Skills Taught:

- Develop quantifiable measures of success for the top 2-3 skills Soldiers will gain by participating in this event. Discuss skills and the measures of success using bullets and a very brief description. Bullets should not be more than one sentence. If you feel more skills are significant, add one more bullet listing all additional skills.



## Mission:

BOSS will offer an Introduction to Fitness: Running Clinic at the Physical Fitness Center (PFC), as a Life Skills event on **29 July 2017**. This event is being held in conjunction with the PFC Ice Cream Skedaddle 5k event scheduled for the same day. This event will focus on teaching Soldiers proper form when running.

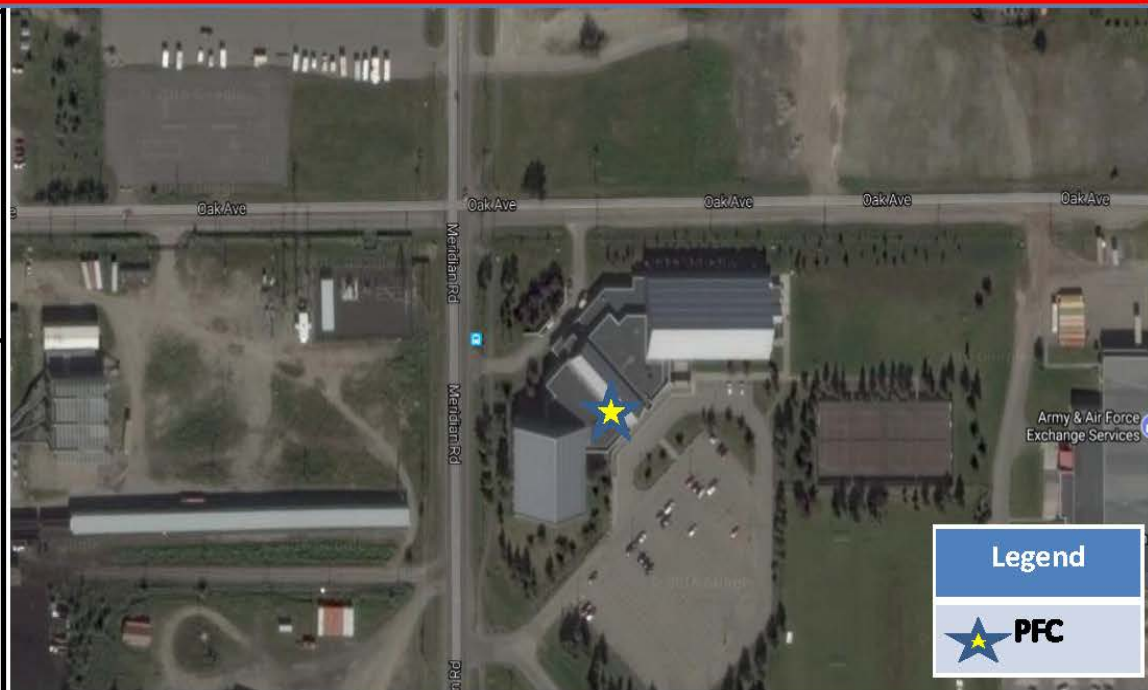
## Concept of the Operation:

On **29 July 2017**, BOSS will conduct an Introduction to Fitness: Running Clinic at the PFC, beginning at **0900**. This event will be open to all BOSS eligible service members. At the end of the clinic, 30 Soldiers will have the opportunity to use their newly acquired skills in the PFC Ice Cream Skedaddle 5k at 1000. Of those 30 Soldiers, 18 will be from the three BOSS Strong teams. This event fulfills the physical activity life skills requirement, in order to earn points for the BOSS Strong Challenge.

This event will take place in two phases. The first phase consists of the actual running clinic. Stacy from Goldstream sports will give a basic block on instruction on proper running techniques. Stacy has a Masters in Athletic Coaching Education and is a certified personal trainer.

The second phase of this event is the Ice Cream Skedaddle 5k. All three teams, plus 7 more Soldiers will have a chance to use their new skills while participating in the fun run.

At end of the event, Soldiers will be required to complete the BOSS Activity Survey and will be invited to complete a MWR Facilities ICE card. Also, a separate AAR will be conducted to obtain feedback from both the Soldiers and the staff involved with the class.



## What life skills they learn:

During this training event, Soldiers will learn how to proper form when running. Most new Soldiers entering the Army have little experience with running. This leads to a lot of them developing injuries that could have prevented through education.

After completing this event, Soldiers will gain confidence in themselves by participating in PFC Ice Cream Skedaddle 5k.



# Garrison Name Here

# Life Skills Event Name Here



## Registration:

- List the number of participants, method of registration, the registration deadline, and any other pertinent information such as cancellation policy or standby status
- If necessary, use 2nd level text for subcategories, such as if certain slots are reserved for certain categories

## Timeline:

- List an anticipated timeline for all components of the event. Include transportation time and other considerations.
- Use 2nd level text to denote involvement of any participants or facilitators who are not part of the entire program
- 3rd level text can be used for contact information or other pertinent details, as appropriate

## Expenses:

- Briefly list all associated expenses. This should be a summary of the full budget. If preferred, this can be done in spreadsheet (column) format or whatever method is most appropriate.
- Include a total cost at the bottom.



## Marketing:

- List all major methods of marketing, to include partnerships. Consider PAO, MWR marketing, social media, flyer production, etc.

## Physical Takeaways:

- List any tangible items participants will take from the event and an approximate dollar value
- This also includes informational handouts or items not purchased

## Decision Points:

- Discuss in bullet format any decision points which impact the ability to run this event, such as weather calls or other external factors

## MWR/External Coordination:

- List partnerships with any other MWR organizations to execute the event
- List any external coordination requirements

## Action Officer:

Rank and name of Action Officer

Email address and phone number







### Registration:

- Soldiers from all three teams will participate in the this life skills event.
- There will be an extra 12 slots available for anyone else who wants to attend this class.
- 30 slots total
- Soldiers wanting to run the 5k must sign up through BOSS

### Publicity:

- The Soldiers participating in the BOSS Strong Challenge will be notified of the day and time of the class.
- Facebook
- MWR Website

### Weather Call:

This event will not be cancelled due to rain.

### NCOIC:

- NCOIC: SGT Morris, Ashley
- Alternate: PFC Garrett, Darian

### Timeline:

0830: Soldiers arrive at PFC

0900: The event begins with phase 1: the running clinic

0945: Short break prior to start of race

1000: Ice Cream Skedaddle 5k

1115: AAR and complete Activity Surveys

### Equipment/Prices

30 Slots @ \$15/ Soldier: **\$450.00**  
Total cost = **\$450.00**

This is a special event.

### What they walk away with:

- All Soldiers participating in the 5k will receive a t-shirt.
- Everyone who attends the running clinic will learn how to prevent injuries while running

### Volunteers Needed:

- Stacy, Goldstream Sports

# Life Skills - Survey

## Survey Highlights – Basics

<https://www.imcomsurveys.com/se/724B33874960E257>

### Life Skill Event Information

Name of event:

Event Code (provided by  
BOSS President):

How could this Life Skill Event be improved?

What other BOSS Life Skill Events would you like to see offered?

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# Life Skills - Survey

## Survey Highlights - Impact

BOSS Life Skill Events are designed to improve a Soldier's resiliency and contribute to growth of five primary areas: **personal and character development**, **earning skills**, **health and nutritional wellness**, **physical strength** and **emotional stability**.

What primary area do you believe this life skill event impacted the most? (choose one)

- Personal/Character Development
- Earning Skills
- Health/Nutritional Wellness
- Physical Strength
- Emotional Stability

N/A    1    2    3    4    5    6    7    8    9    10

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# BETTER OPPORTUNITIES FOR SINGLE SOLDIERS



## USAG FORT WAINWRIGHT



EVENT : Introduction to Fitness:  
Running Clinic

DATE: 29 July 2017

LOCATION: Physical Fitness Center

CATEGORY: Life Skills

ATTENDEES: 9 (1 Instructor)

OVERVIEW: 8 Soldiers from the Arctic Strong and Arctic Tough teams participated in the Introduction to Fitness: Running Clinic on 29 July 2017, at the PFC. During the first part of the clinic, the Soldiers received some helpful tips on selecting proper shoes and preventing injury, from Stacy at Gold Stream Sports. The second part of the clinic consisted of the Soldiers running in the Ice Cream Skedaddle 5k. SPC Pitts from team Arctic Tough placed second in the 18 – 34 male age group.



# Life Skills - References

- IMCOM OPORD 16-066 - Better Opportunities for Single Soldiers (BOSS) Life Skills Program
- Annex A to OPORD 16-066 – Timeline
- Annex B to OPORD 16-066 - Checklist
- Annex C to OPORD 16-066 - Sample Survey
- Annex D to OPORD 16-066 - Phone Roster
- Annex E to OPORD 16-066 - Annual Operating Budget

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# IMCOM G9 BOSS STRONG Challenge



# END OF BRIEF

