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HUMAN RESOURCES

CIVILIAN HUMAN RESOURCES,
DIVERSITY & LEADERSHIP

CG-12

Civilian Orientation (502281)

About the Course

The Civilian Orientation course is available on the Coast Guard's learning portal at <https://elearning.uscg.mil/> (Course Catalog: Employee Orientation: Civilian Orientation). You will need a CAC before you can take the course.

The purpose of the course is to provide all civilian employees with an understanding of the Coast Guard's overall missions, culture, and internal processes. This course does not teach individual job requirements.

The training takes approximately 1 hour to complete.

Participant Objectives

- Know the Coast Guard's customs, courtesies, ranks, and rates.
- Know the Coast Guard's operational and support missions and know the assets and the units that perform them.
- Understand the organizational structure.
- Know the history of the agency and understand the purpose and future of the Coast Guard.
- Understand the personnel system and know the professional development services that are available.

Eligibility

The course is targeted for all newly hired civilian employees but can be used as a refresher by all employees.

Program Manager

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