



DEPARTMENT OF THE NAVY
OFFICE OF THE COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS MARYLAND 21402-5100

COMDTMIDNINST 1500.5
PRODEV
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COMMANDANT OF MIDSHIPMEN INSTRUCTION 1500.5

From: Commandant of Midshipmen, U.S. Naval Academy

Subj: DIVERSITY PEER EDUCATOR PROGRAM

Ref: (a) United States Naval Academy Strategic Plan 2030
(b) CNO Necessary Conversations Guide
(c) COMDTMIDNINST 1601.12E

1. Purpose. To provide guidance and designate responsibilities for implementation of the Diversity Peer Educator (DPE) Program.

2. Scope and Applicability. This instruction applies to all midshipmen at the U.S. Naval Academy (USNA) comprising the Brigade of Midshipmen, as well as USNA faculty and staff.

3. Information

a. The DPE Program exists to create an inclusive environment that fosters dignity and respect throughout the Brigade by equipping midshipmen to lead across cultures in support of the USNA Mission and guidance from reference (a).

b. DPEs support moral development at USNA by facilitating small group conversations that educate and inform midshipmen, faculty, and staff and foster a culture of inclusion across the Yard, resulting in cohesive teams ready to exert maximal performance and win the Naval service's battles.

c. These small group conversations are consistent with Necessary Conversations as outlined in reference (b).

d. At a minimum, there should be one DPE representative per company, varsity athletic team, and club sport.

4. Responsibilities

a. USNA Chief Diversity Officer. The Chief Diversity Officer is the final approving authority for all matters pertaining to the DPE Program and will ensure the program is in line with Department of the Navy and Superintendent's guidance in reference (a).

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a. DPE Program Manager. The program manager for DPE is an active-duty officer appointed by the Chief Diversity Officer. Faculty/staff from the Stockdale Center for Ethical Leadership, the Naval Academy Athletic Association (NAAA), or other cost-centers on the Yard will aid the program manager. Responsibilities include:

(1) Formulate immediate, short, and long-term goals for the DPE Program. These goals should be re-evaluated every year to ensure they are up to date, and relevant.

(2) Create an organizational structure for the DPE Program.

(3) Train, educate, and qualify midshipmen as DPEs.

(4) Create, and maintain an educational curriculum to train, and qualify midshipmen as DPEs.

(5) Provide mentorship and guidance to the Midshipmen DPE Staff.

(6) Liaise with internal and external agencies as required.

(7) Supervise the DPE qualification process.

(8) Ensure DPEs are in line with USNA's Office of Diversity, Equality, and Inclusion (ODEI) messaging.

c. Brigade Dignity and Respect Officer. Reference (c) delineates the roles and responsibilities of the Brigade Dignity and Respect Officer (BDRO) who is accountable for the training, development, and qualification of the DPEs. However, the DPEs are organized and managed by the Midshipman DPE Lead.

d. Midshipmen DPE Lead. A midshipman selected annually by the DPE Program Manager and confirmed by the USNA Chief Diversity Officer. The Midshipmen DPE Lead is typically a First Class Midshipman. Responsibilities include:

(1) Work with the DPE Program Manager to ensure the mission of the program is met.

(2) Provide feedback and keep the DPE Program Manager informed regarding anything that may impact the DPE program.

(3) Serve as the senior DPE, and as the program representative to the BDRO.

(4) Lead and provide guidance to the DPE Midshipmen.

(5) Appoint and manage DPE leads in each battalion, company, varsity athletic team and club sport team.

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(6) Submit Zero Block Training requests. This training will not count as a Professional Training Event (PTE) as a part of summer training requirements.

e. Assistant Midshipman DPE Lead. A midshipman selected annually by the DPE Program Manager and the Midshipman DPE Lead. The Assistant DPE Lead is typically a Second Class Midshipman. Responsibilities include:

(1) Work with the Midshipman DPE Lead, to ensure the mission of the program is met.

(2) Be prepared to serve as the senior DPE, and as the program representative to the BDRO in the absence of the Midshipman DPE Lead.

(3) Provide feedback and keep the DPE Program Manager informed regarding anything that may impact the DPE program.

(4) Serve as the DPE Midshipmen Chief of Staff; to ensure tasks are met.

(5) Assist with the initial training of and continuing education of DPEs.

(6) Aid DPE Lead in all duties and assume duties of the DPE Lead in their absence.

f. DPE Operations Officer. A midshipman selected annually by the DPE Program Manager and the Midshipman DPE Lead. The DPE Operations Officer is typically a Second Class Midshipman. Responsibilities include:

(1) Maintain and distribute all rosters for the DPE Program.

(2) Edit, revise and route all correspondence for the DPE Program.

(3) Maintain the DPE Google Classroom and event calendar.

(4) Assist with the initial training of and continuing education of DPEs.

(5) Aid the DPE Lead and Assistant Lead in all duties and assume duties of the Assistant DPE Lead in their absence.

g. DPE. Midshipmen who have attended DPE Education, completed all DPE qualification requirements including Personnel Qualification Standards (PQS) and who are designated in writing by the DPE Program Manager. Responsibilities include:

(1) Conduct a minimum of two small group discussions within their company each semester. These sessions should include fewer than 15 participants per session when possible. A session will consist of an open conversation about leading a diverse group of people, ensuring that everyone is treated with dignity and respect and feels a sense of belonging in the group.

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(2) Conduct a minimum of one small group discussion per varsity/club sports team per semester.

(3) DPEs have the ability to hold additional sessions or events at the discretion of their Company Officer, Senior Enlisted Leader, or Coach.

(4) Participate in at least one Diversity and Inclusion Program event per semester. These include, but are not limited to: Cultural Affinity Group/Extra Curricular Activity events, Midshipmen Diversity Team events, etc.

(5) Attend the USNA Diversity and Inclusion Conference.

(6) Participate in any continuing education as prescribed by the DPE Program Manager.

(7) Assist with the planning and execution of Office of Diversity Equity and Inclusion (ODEI) led events at USNA.

h. DPE Support Entities. The USNA ODEI has partnered with several entities across the Yard to provide support for the DPE Program.

(1) Stockdale Center for Ethical Leadership

(a) Assist the DPE Program Manager with the creation and annual revision of the DPE curriculum.

(b) Work with DPEs at least twice a semester to provide continuing education.

(c) Administer a regular quantitative measures assessment on group inclusion.

(2) Naval Academy Athletic Association (NAAA)

(a) Allocate time for one (1) DPE discussion per semester, per team.

(b) Provide at least one (1) representative per team and allocate time for initial DPE Education and continuing education.

(c) Meet with DPE Program Manager and Midshipman DPE Lead once per semester to provide feedback.

i. Faculty & Staff DPE. USNA Faculty and Staff members will act as facilitators and mentors for the DPE Program.

5. Training and Continuing Education

a. Initial DPE Training will be conducted by the Faculty and Staff DPEs and previously certified DPEs during Zero Block each summer.

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b. At a minimum, the DPE Staff will meet once per semester to provide continuing education and discuss best practices with all DPEs.

c. DPEs will be taught appropriate terminology, facilitation techniques and will be given the necessary skills and tools to discuss sensitive topics among their peers and ultimately help create an inclusive and embracing climate for all midshipmen.

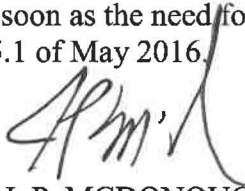
d. At the conclusion of initial training and completion of PQS, prospective DPEs will attend a board with either a certified DPE, member of the Stockdale Center or representative from ODEI to complete the training requirements.

6. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Recordsand-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local records manager or the DON/ AA DRMD program office.

7. Review and Effective Date. Per OPNAVINST 5215.17A, the Chief Diversity Officer will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



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Releasability and distribution: This instruction is cleared for public release and is available electronically via the USNA Commandant Web Page, <https://www.usna.edu/Commandant/comdtinst.php>