



# JROTC CTE Credential



## *National Occupational Competency Testing Institute (NOCTI) / JROTC*

## *“Leadership and Employability Skills Credential”*

***Mr. Michael Wetzel***  
***US Air Force JROTC***



# Overview

- Who is NOCTI
- Need for Credential
- Credential Development
- Credential Assessment Guidance
- Credential Certificate Sample
- Perkins V Quality Indicators



# NOCTI



- NOCTI:
  - National Occupational Competency Testing Institute
  - Founded in 1969 from a US Department of Education Grant
  - A non-profit consortium
  - Provides third-party credentialing through assessment of skills learned through a Career Technical Education (CTE) course of study
  - Offer to assist JROTC made during 2019 ACTE National Vision Conference
  - Currently provides JROTC Employability Credential in WV



# NOCTI



- Founded in 1966 by a federal grant
- Non-profit organization
- Governed by a Consortium of the 50 states and territories

## NOCTI

- Works with CTE completers at all levels
- 150+ occupational credentials
- 50+ industry association credentials
- Meets definition of “postsecondary credential” under Perkins V and WIOA

Part 3 (52)

## NBS

- For-profit organization
- Works with businesses to assess potential employees
- 200+ occupational credentials
- 50+ industry association credentials
- Collegiate credit for life experiences (PLA)



# Junior Reserve Officers Training Corps



- JROTC has over 500,000 enrolled cadets.
- JROTC is Congressionally mandated program that focuses on citizenship and service to community and nation.
- Over 55% of JROTC programs are in Title 1 schools.
- JROTC programs serve a large percentage of immigrant and minority populations.
- JROTC provides stability and mentorship regardless of social-economic status.



# Credential Need

- JROTC currently receives CTE credit in 30 states and DoDEA.
  - Aligned with Government and Public Administration Cluster, no standardized pathway.
  - All curriculum is COGNIA accredited.
  - Cadets explore, choose, and follow their own career paths while instilling needed life skills.
  - Many states currently recognize JROTC completion certificates for CTE, but not counted as industry-based credential in all states.
- Instructor and Curriculum Recognition
  - Provides Cadets with a nationally recognized CTE job skills ready credential.
  - Provides the same credential recognition as other CTE programs.
  - Validates the curriculum being taught by all service JROTC programs.
  - Recognizes the skills instructors bring to the classroom.
  - Credential survey will provide program feedback and cadet experiences.



# Credential Development

- Steps to Developing JROTC CTE Credential Overview:
  - Approved by each service leadership to pursue credential
  - Select SMEs (Jun 2020)
    - 1 – Air Force, 2 – Army, 1 – Navy, 1 – Marine Corps, 1 – Project Leader
    - Selected SMEs received training via webinar over a 5-day period
  - JROTC Competencies and Skills drafted (Aug 2020)
  - SMEs submitted credential assessment questions based on established competencies (Oct 2020)
  - JROTC Credential named: **“Leadership and Employability Skills”**
  - SMEs meet via webinar with NOCTI representative scrub assessment questions (Dec – Jan 2020-21)
  - Pilot testing of credential assessment (Completed Jun 2021)
  - Evaluate testing results and review questions for removal (Jul 2021)
  - JROTC credential was released (Sept 2021)



# Credential Development

- Leadership and Employability Skills Competencies selected by SMEs:
  - Team Collaboration
  - Interpersonal Skills
  - Ethics, Integrity, and Respect
  - Decision Making, Critical Thinking, and Planning
  - Management, Mentorship, and Performance Review
  - Leadership
  - Government, Civic Duty, and Citizenship
  - Career and Self-Discovery



# Credential Development

- Pilot Testing Leadership and Employability Skills Credential Assessment:
  - Pilot test contained 123 questions (100 questions for finalized assessment)
    - Selected questions came from content covered by all JROTC service programs
    - 124 test takers was needed to validate pilot test
  - Coordinated with each service headquarters for pilot testing locations
  - Units that volunteered to participate:
    - Navy – 10
    - Air Force – 8
    - Army – 5
    - Marine Corps – 2
  - Instructors coordinated with school staff to register with NOCTI and sign confidentiality agreement
    - Instructors **did not** proctor assessment



# Credential Development

## ➤ Leadership and Employability Skills Credential Pilot Test Totals:

### ➤ Test Takers

- 361 total tests taken
- 167 test tokens left unused

### ➤ Service Breakdown

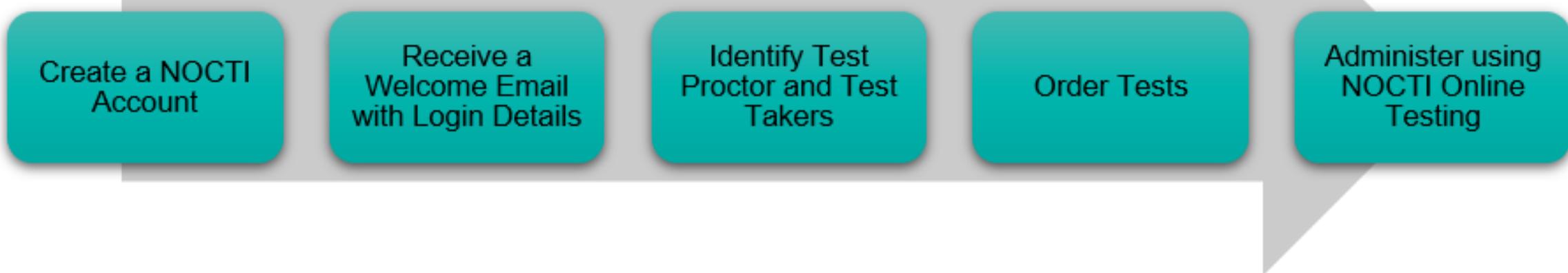
- Navy – 115
- Army – 109
- Air Force – 85
- Marine Corps – 6
- Did not identify service component – 46

## ➤ Pilot testing results tabulated and results finalized by NOCTI

- Reviewed by SMEs and NOCTI staff for flagged questions
- Cut score has been established at 54%



# Getting Started



- Instructors will coordinate test administration through their school's CTE office
- School's CTE office or test coordinator serve as NOCTI coordinator for the site
- Administration must be proctored. NOCTI provides guidelines and resources



# Assessment Guidance



## ➤ General Rules of Assessment Administration

- School's CTE office or test coordinator orders the assessment
- Instructors cannot act as test proctors
- Coordinate with other CTE teachers for proctoring

## ➤ Assessing Cadets

- Credential is awarded as CTE pathway completer
- 4<sup>th</sup> year cadets is targeted audience for assessment
  - Majority of material comes from 3<sup>rd</sup> and 4<sup>th</sup> year curriculum



# Assessment Guidance



## ➤ Accessing Credential Materials

- Instructors will coordinate test administration through their school's CTE office
- Administration of assessment is the same as other CTE credential assessment
- Credential assessment study guide available digitally and paperback
- Digital Study Guide - \$4.00
- Pretest is available – \$9.00
- Credential assessment – \$14.00
- URL: [Partner Network | NOCTI | Industry Credentials & Certifications](#)



# Credential Sample

## JROTC

Leadership and Employability Certification



This credential certifies that

XXXXXX

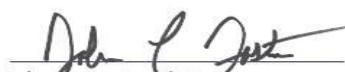
has successfully passed the

**JROTC Leadership and Employability Skills Assessment**

as verified by NOCTI's nationally-accredited process\*

Awarded on October 12, 2021

**NOCTI**



John C. Foster Ph.D.  
President/CEO  
NOCTI

Expires: June 10, 2022

\*NOCTI has earned full accreditation from the International Certification Accreditation Council (ICAC) ensuring that a neutral party has properly evaluated the organization and signifies that NOCTI's CTE assessments follow the best international industry practices and standards as outlined for accrediting bodies in ISO 17024.





# Perkins V



## ➤ Perkins V Quality Indicators:

- JROTC service programs have a combined graduation rate exceeding 95%.
- Meets Perkins V emphasis on evaluating program quality.
- Credential post-secondary connections:
  - Military enlistment with advanced rank.
  - Senior ROTC scholarships and Service Academy appointments.
  - Cadets can receive up to one year of Senior ROTC credit.
  - Defense Civilian Accessions criteria.
  - Military aviation and cyber careers.



# Credential Updates

## ➤ Credential Updates in Progress

- Defense Civilian Personnel Advisory Service (DCPAS) is recommending credential be integrated into the Defense Civilian Accessions criteria.
- Under Secretary of Defense has expressed interest in adding this credential as another option for advanced rank upon enlistment.
- U.S. Department of Education has expressed support of credential.
- In discussion with Advance CTE representatives
  - Credential pathway under Government and Public Administration Cluster.



# Summary



- Who is NOCTI
- Need for Credential
- Credential Development
- Credential Assessment Guidance
- Credential Certificate Sample
- Perkins V Quality Indicators



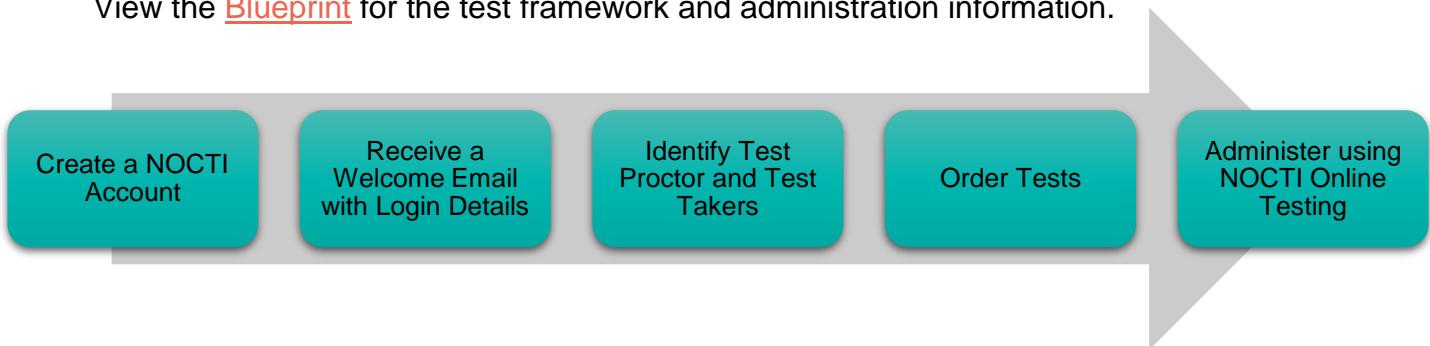
# NOCTI Credential Update



# *Questions?*

## JROTC-NOCTI Certification at a Glance

NOCTI and the JROTC have collaborated to offer a new JROTC Leadership and Employability Skills certification! JROTC Subject Matter Experts (SMEs) involved with the project assisted in assuring the credential aligns with the core JROTC tenants instilled across all branches of the military. Pre-tests and Study Guides area available. View the [Blueprint](#) for the test framework and administration information.



### Create a NOCTI Account

Getting started with NOCTI is as simple as submitting a [Security and Testing Agreement](#) (STA). Designate a primary contact for your site to serve as the NOCTI Site Coordinator to manage the testing program, noting that teachers cannot serve in this roll. The Site Coordinator should be in an administrative and decision-making position, including being able to enter into agreements such as this agreement with NOCTI. Examples, include, but are not limited to:

- Principal/Assistant Principal
- CTE Coordinator
- Counselor
- Director
- Dean
- Testing Coordinator

The Site Coordinator designee will complete the STA. The completed agreement will need to be electronically signed by the Site Coordinator and an additional administrator at the site. Once received at NOCTI an account will be created and a welcome email will be sent. Examples of key Site Coordinator responsibilities include:

- Assuring all involved in the NOCTI program are aware of and abide by NOCTI policies and guidelines.
- Providing instructional staff with resources, information, test data, and access to the Teacher Resource Center (as applicable).
- Selecting/approving proctors and evaluators according to NOCTI guidelines.
- Coordinating ordering, test administration, and providing reports and certificates to stakeholders, as needed.

## Participate in Customer Onboarding

Part of getting started with NOCTI are onboarding resources such as recorded webinars, a Site Coordinator Guide, Proctor Guides, and much more. These resources are available in the password-protected Client Services Center which the Site Coordinator will access to manage testing. NOCTI's friendly and knowledgeable team is available to assist by phone and email.

## Place Orders

Ordering through NOCTI is quick and easy! JROTC assessments are ordered through the ordering module in the Client Services Center. Tests may be ordered to be administered in 1, 2, or 3 sessions to assist with shorter testing sessions, the need to test across days, and to offset test fatigue. Payment method of credit card or purchase order is required at the time of order.

## Administer JROTC Assessments

Tests are administered through NOCTI's online testing system. Administration must take place in a proctored environment following the processes and policies outlined in NOCTI's administration resources which are available for the Site Coordinator to assist with planning. Remote proctoring services can be ordered for virtual learners.

NOCTI offers accommodations for students with an Individualized Education Plan (IEP) such as multiple session administration, extended time, and text-to-speech. A pre-test can be administered to determine a student's baseline technical knowledge at the start of a program or course.

## View Score Reports

NOCTI's [comprehensive score report](#) package includes group reports, individual reports, analysis of scores, and competency-level reports. Score reports are accessed in the Client Services Center and are also available in NOCTI's Teacher Resource Center for those instructors who have been provided access by the Site Coordinator.

## Provide Recognition

Students meeting or exceeding the benchmark will receive certification in the form of certificates and a digital badge. Access is simple and quick!

- Certificates can be printed by either the Site Coordinator in their Client Services Center or the teacher through their Teacher Resource Center.
- Digital badges are awarded via NOCTI's SkillBadge Locker to students who provide an email during their testing session.

## Customer and Technical Support

[Customer Support](#) is available for general questions or for assistance with the online systems.



---

## **JROTC Leadership & Employability Skills**

Code: 9114 / Version: 01  
Copyright © 2021. All Rights Reserved.

## General Assessment Information

### Blueprint Contents

General Assessment Information  
Written Assessment Information

Specific Competencies Covered in the Test  
Sample Written Items

**Test Type:** NOCTI has collaborated with Subject Matter Experts representing various branches of the military to create the JROTC Leadership and Employability Skills credential which is focused on the core JROTC tenants instilled across all branches of the military. Affiliated JROTC programs are eligible to offer this opportunity to their cadets upon program completion. This assessment measures technical skills at the occupational level and includes items which gauge factual and theoretical knowledge. This assessment includes a written component, can be used at the secondary level, and can be delivered in an online or paper/pencil format.

**Revision Team:** The assessment content is based on input from secondary, post-secondary, and business/industry representatives from the states Alabama, Georgia, Louisiana, and West Virginia.



35.0103- Business  
and Social Skills



Career Cluster - Employability Skills



NATIONAL COLLEGE CREDIT RECOMMENDATION SERVICE  
University of the State of New York - Regents Research Fund

In the lower division baccalaureate/associate degree category, 3 semester hours distributed as 2 semester hours in Leadership Fundamentals and 1 semester hour in Career Planning

(Continued on the following page)

## Written Assessment

NOCTI written assessments consist of questions to measure an individual's factual theoretical knowledge.

**Administration Time:** 2 hours

**Number of Questions:** 100

**Number of Sessions:** This assessment may be administered in one, two, or three sessions.

### Areas Covered



## Specific Standards and Competencies Included in this Assessment

### Team Collaboration

- Describe the key components of group dynamics and their effect on team success
- Analyze how effective work teams function and methods available for group leaders to develop an effective team
- Examine communication problems and solutions for work teams and evaluate barriers to effective collaboration, including conflict resolution techniques

### Interpersonal Skills and Communication

- Understand the basics of communication, including the importance of two-way communication (sending and receiving), and how to share information with team members and superiors
- Explain the need for leaders to issue clear, concise, and unambiguous directives
- Understand effective relationships with others in order to motivate and lead
- Define diversity in interpersonal situations and the need for neutralizing prejudice in the workforce

### Ethics, Integrity, and Respect

- Identify the effects of substance abuse in the workplace
- Describe how core values are used to make ethical choices
- Describe how integrity, respect, and character affect behavior

### Decision Making, Critical Thinking, and Planning

- Determine the main causes and effects of stress on decision making
- Apply good critical thinking skills and examine different approaches to making decisions
- Apply the processes for making personal decisions and setting goals



(Continued on the following page)

## Specific Standards and Competencies (continued)

### Management, Mentorship, and Performance Review

- Explain why setting an example and instilling a positive attitude in team members are important factors in becoming an effective manager
- Describe how feedback and constructive criticism is critical in mentoring and evaluating the performance of team members
- Examine how management and leadership are both alike and different and how managers deal with difficult situations

### Leadership

- Describe how physical fitness and mental health contribute to the success of an organization
- Identify the principles of effective leadership and followership, including the art of delegating responsibility to team members
- Explain the most effective leadership techniques and analyze the characteristics that make effective leaders, including the importance of discipline and personal responsibility

### Government, Civic Duty, and Citizenship

- Evaluate the important elements of our democratic government, Bill of Rights, and the United States Constitution
- Explain the history and courtesies rendered to the flag of the United States and other symbols
- Understand the key factors of being a citizen in a strong democracy

### Career and Self-Discovery

- Evaluate the need to take personal accountability and the benefits of creating a personal financial plan
- Identify a career strategy, including elements of a personal resume, to assist in making career decisions and evaluate the types of career paths that are related to interests, aptitude, and attitude
- Understand the need for organizations to set policies (i.e., personal appearance and attendance) and procedures, including the functions of the organization's structure

## Sample Questions

**Discussing realistic ideas, assigning responsibilities, and establishing a time frame are major components of reaching team**

- A. goals
- B. camaraderie
- C. growth
- D. assets

**To communicate effectively in the workplace,**

- A. write down everything before communicating
- B. speak first to be able to control the conversation
- C. be friendly to everyone in the workplace
- D. pay attention to both verbal and nonverbal messages

**Which of the following is most important when giving verbal directions?**

- A. listen to the audience
- B. create a plan for instruction
- C. "back up" with written instructions
- D. present steps in order

**The definition of substance abuse is the**

- A. illicit use of drugs in a work environment
- B. use of prescription drugs in the workplace
- C. harmful use of drugs and alcohol
- D. buying and selling of illegal drugs

**Moral principles and beliefs that a person thinks are important are called**

- A. ethics
- B. leadership
- C. judgment
- D. values

*(Continued on the following page)*

### Sample Questions (continued)

**The main purpose of critical thinking is to**

- A. make the best possible decision
- B. review all sides of a topic or issue
- C. weigh the pros and cons
- D. ensure conclusions are not biased

**The term, prioritizing, is best used in connection with**

- A. managing time
- B. solving problems
- C. preparing organizational charts
- D. listing questions

**The ability to control your body movement to change directions quickly and efficiently is called**

- A. agility
- B. endurance
- C. conditioning
- D. strength

**In America, there are many important roles expected of citizens. Of these, the right to \_\_\_\_\_ is fundamental to maintaining our democracy.**

- A. marry
- B. travel
- C. educate
- D. vote

**This first step in financial planning, which is key to mastering your personal finances, is**

- A. learning about investing
- B. creating a budget
- C. understanding credit
- D. protecting investments