

LEGADMINMAN

CHAPTER 21

JUDGE ADVOCATE SUPPORT AND PERSONNEL

	<u>PARAGRAPH</u>	<u>PAGE</u>
SCOPE	21000	21-3
OCCUPATIONAL FIELD SPONSOR.	21001	21-3
CONTINUING LEGAL EDUCATION.	21002	21-4

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21000. SCOPE

1. This chapter clarifies the relationship between individual judge advocates, the occupational field sponsor, and the Personnel Management Division (MM), Headquarters, U.S. Marine Corps.
2. Additionally, this chapter details the Marine Corps program for continuing legal education courses.

21001. OCCUPATIONAL FIELD SPONSOR

1. The 4400 occupational field sponsor is the Staff Judge Advocate to the Commandant of the Marine Corps (SJA to CMC). As such, the SJA to CMC is responsible for representing the interests of the judge advocate community. This includes recommendations to the monitors at MM regarding the number of lawyers, legal administrators and legal clerks at each command, as well as who, specifically, should fill each billet. In order to fulfill this responsibility effectively, the SJA to CMC has designated MOS specialists.
2. The Judge Advocate Support (JAS) Branch Head is the occupational field manager and is responsible for coordination of the personnel management efforts of the entire community, as well as the MOS specialist for the field grade 4402s. The Deputy Branch Head, JAS, handles all company grade judge advocates. The Law Office Manager/Senior Legal Administrative Officer (JA-2) is the warrant officer and chief warrant officer MOS specialist. The Legal Services Chief (JA-3) is the MOS specialist for the 4400 enlisted community.
3. The MOS specialists provide expert advice to the monitors at MM on optimum staffing levels at the various commands and law offices around the Marine Corps. Moreover, the MOS specialists work closely with the monitors, making specific recommendations concerning personnel to fill each billet.
4. Marines are strongly encouraged to contact their MOS specialist to discuss career options both in the short and long terms. MOS specialists need all relevant information concerning a Marine's interests, family situation, and experience levels to effectively advise the monitors regarding PCS moves.
5. In addition to manning, the MOS specialists have responsibility for structure. In conjunction with Total Force Structure Division, Marine Corps Combat Development Command, MOS specialists optimize the table of organization of Marine Corps legal offices.

21002. CONTINUING LEGAL EDUCATION

1. JAS is responsible for the Marine Corps continuing legal education efforts. JAS works with the Training and Education Division (T&E), Marine Corps Combat Development Command, to validate courses for inclusion on the Training Input Plan (TIP). Courses at the Naval Justice School, the Army Judge Advocate General's School, the Air Force Judge Advocate General's School and various civilian institutions are included in the TIP, and become officially sanctioned training classes.
2. T&E provides funding for a specific number of quotas for selected courses. However, not all courses on the TIP have funded quotas. JAS works closely with T&E to obtain quotas for courses, and to see that an efficient distribution of quotas is made over the selected courses.
3. Each of the schoolhouses has a different reservation system for seats in its courses. JAS is the Marine Corps point of contact for each schoolhouse. All Marines must go through JAS to make reservations in the various courses on the TIP. This is imperative in order to maintain the validation of the courses with T&E. The accounting data for T&E-funded quotas is obtained from T&E and then distributed to the field by JAS. A T&E-funded quota is not necessary to attend a course. Indeed, many courses on the TIP do not have T&E-funded quotas allocated. An individual command must fund the attendance of a Marine at a school for which no T&E-funded quota is available. In any case, JAS will make the reservations with the schoolhouse, upon request by the field.
4. T&E will fund attendance by Marines stationed overseas, if two conditions are met. First, the course must be more than 14 calendar days in length, including any weekends or holidays. Second, the Marine attending must have more than 1 year left on station overseas. For purposes of this paragraph, Hawaii duty stations are not considered overseas.
5. Suggestions for new courses to be added to the TIP should be forwarded to JAS not later than 1 February each year.