CHAPTER 3
YOUNG MARINE RECRUIT TRAINING SOP

1. **Situation.** The purpose of this manual is to provide policy and instructions for the conduct of recruit training. The Performance Objectives required by each recruit for successfully completing recruit training are found at the end of this document.

2. **Mission.** Young Marine recruit training is conducted in order to teach the Performance Objectives necessary to become a basically trained Young Marine who can succeed in school, at home, and in the Young Marine program, thereby becoming a quality citizen in society.

3. **Execution.**

a. **National Executive Directors Training Philosophy.** We must remember that we are not training Marines, but children. Consequently, the goal must be to provide them with a training environment that will allow them to develop a sense of confidence and self-respect. Simultaneously, we must ensure a disciplined and structured training atmosphere.

b. **National Executive Directors Intent.** Young Marine recruit training is the third phase of a five-phase process (Parents informational night, recruit enrollment, recruit training, recruit skills testing, graduation). The intent is to provide an opportunity for youth to be basically trained Young Marines who are imbued with the desire to succeed in life through living it as a member of this respectable organization. One of the goals that are fundamental to our vision is to mold a healthy drug-free, disciplined, Young Marine who stands for honor and integrity while simultaneously reinforcing these values to those under their charge and sharing this philosophy with their friends.

c. **Concept of Operations.** Young Marine Recruit Training is a 26-hour entry-level training program designed to provide the necessary skills to graduate and become a Young Marine. Young Marine Recruit Training occurs in these phases:

1) **Processing.** Includes receiving and approving all necessary documents prior to forming. This includes proper submittal of the registration forms to National Headquarters.
   a) Review of the Young Marine recruit’s medical information to determine any special needs.
   b) Haircuts (male only). Young Marine recruits that need haircuts should be informed of such at the enrollment meeting.
   c) Review of the Young Marine contract. Do this by having the Young Marine Recruit in the presence of their parent/guardian and a registered adult, read back their contract. Discreetly grade the Young Marine Recruit with a grade of (1), (2), or (3) on their reading skill as indicated below. This will help you determine which Young Marine Recruits cannot read and will require oral testing.
      1) Unable to read
      2) Some reading ability but requires assistance
      3) Able to read on their own and understand the contents of the Young Marine Guidebook and other written materials such as examinations
   d) Provide some initial indoctrination into the Young Marine way of life such as how to answer when spoken to, what to wear to recruit training, and what will be expected of them during this training.
   e) Hold the first Parent Meeting to discuss Recruit Training and answer any questions parents may have concerning this.
   f) Do not perform an initial strength test if the registration package has not been received at National Headquarters. Young Marine recruits must be insured before any training, including strength tests are conducted.
2) **Forming.** Occurs between the completion of the processing period and the start of the regular training schedule as processed Young Marine recruits are formed into platoons. The forming operation can take place with processing if so desired.

3) **Training.** Young Marine recruit training is comprised of not less than 26 training hours. Initial training focuses on building discipline, physical fitness, basic close order drill, and mastery of the Young Marine Performance Objectives for recruits.

d. **Tasks**

1) **National Executive Director.**
   a) Approve the registration package for the Young Marine recruit-training platoon.
   b) Sponsor a course content review board (CCRB) annually to review course materials and recommend course improvement.

2) **National Training Director.**
   a) Supply appropriate resources to units for successful training of Young Marine recruits.
   b) Provide updates to all Young Marine recruit-training resources.

3) **Division, Regimental, Battalion Commanders.**
   a) Monitors the Recruit Training process within your Area Of Responsibility (AOR).
   b) Ensures the safety of all Young Marine recruits by periodic inspections of units conducting recruit training.
   c) Ensures that only registered and qualified adults are training Young Marine recruits.

4) **Unit Commanders.**
   a) Ensures the constant safety of Young Marine recruits by closely monitoring Recruit Training, inspecting training sites, equipment, and personnel.
   b) Ensure all registered adults training Young Marine recruits understand and know the Registered Adult Manual and other documents as required for the safe and successful training of all participants.
   c) Ensures each Young Marine recruit is fully trained before graduating him or her from recruit training.

e. **Coordinating Instructions**

1) **Graduation Criteria.** There are three graduation requirements for the successful completion of Young Marine recruits training.
   a) Be signed off on all required Performance Objectives for recruit training (See Promotion Policy – To Obtain the rank of Pvt).
   b) Perform and record the Young Marine Physical Fitness Test.
   c) Meet the minimum required attendance of not more than 3 excused absences during Young Marine recruit training.

2) **Recycles.** When Young Marine recruits fail to meet a graduation requirement, they must either be recycled or undergo additional instruction to correct the deficiency. The objective is to provide these recruits an opportunity to achieve the standards necessary for graduation. Every attempt will be made to allow Young Marine recruits to master the required subjects. Because of the frequency in which Young Marine recruit trainings are held, recycling a recruit should only be done when they fail the required attendance for graduating. Anything else can be accomplished through additional instruction rather than recycling.

3) **Waivers.** The Unit Commander is granted waiver authority for those unique cases in which an otherwise qualified Young Marine recruit could be technically barred from graduation.

4) **Separation.** When attempts to bring deficient Young Marine recruits to satisfactory levels of knowledge, conditioning, discipline, or skill have failed, the Unit Commander has the authority to separate the recruit from the Young Marine organization. This should only be undertaken after all other avenues have failed.
f. Training Execution

1) **General.** All who are associated with the training of Young Marine recruits must ensure this vital process is conducted in a professional manner. Hazing, maltreatment, abuse of authority, or other illegal alternatives to leadership are counterproductive practices and are expressly forbidden. Registered adults in supervisory positions are strictly charged to treat all Young Marine recruits firmly, fairly, and with dignity and compassion, and will be held accountable for their actions. All registered adults will ensure that they are familiar with the Registered Adult Manual as well as any other documentation required by National Headquarters or any other office in their chain of command.

2) Young Marine Recruit Training **is not** Marine Corps Boot Camp, and should not be treated as such. Profanity is never acceptable in any situation. Remember, Praise in public, but reprimand, when you must, in private.

3) Because Young Marine recruit training can get loud, and there are parents who will not understand these training methods. Unit commanders will schedule a parents night prior to the start of recruit training, or during sign-ups to inform the parents that there will be yelling, and its purpose is to drive home important points as well as get the undivided attention of all at the same time. Yelling will not be directed to any one individual. The Young Marines is not an in your face scared straight program.

4) Young Marines serving in an instructor training capacity must be supervised by a registered adult at all times.

5) Ensure that all Young Marine recruit training staff has reviewed the medical documentation on each and every Young Marine recruit prior to the start of training. They must know which recruits can and cannot perform certain commands and exercises. All registered adults are responsible for the safety of the Young Marine recruits as well as their training.

g. Training Day. A training day consists of one on which formal training per the approved documentation found herein takes place. The training days will be numbered consecutively from the first training day, and will not include processing or forming days. The length of a training day is defined as the period of time beginning with the first period of instruction and ending with the conclusion of the last period of instruction.

h. Basic Daily Routine. The basic daily routine will consist of Roll Call, Pledge of Allegiance, COD instruction/review, Physical fitness training, classroom instruction/review, unit commander’s time, assignments, closing formation to include the Young Marines Obligation and Creed. Ample breaks will be given throughout the training day.

i. Sleep. **(If overnight training is conducted)** Young Marine recruits will be permitted eight hours of uninterrupted sleep per night. The only exceptions to the aforementioned policy can occur when a recruit is required to stand fire-watch.

j. Young Marine Recruits Rights. The following rights are fundamental to the welfare of all Young Marine recruits while in training and will not be denied.

1) Eight hours of uninterrupted sleep, except under those conditions described in paragraph 3.i.
2) 20 minutes to consume each meal.
3) Attend sick call.
4) Attend scheduled religious services.
5) Speak with the unit commander or any registered adult at any time.
6) Make and receive emergency phone calls.
7) Make head calls
8) Use medication as prescribed by a doctor or permitted by their parent or guardian per reference (a), appendix D.
4. Administration and Logistics

a. Personnel Qualification

1) The unit commander will establish a training course for adult instructors assigned to Young Marine recruit training duties. Local hospitals, fire/police departments or schools can assist with this course. This course will serve as indoctrination to the recruit training process and will include at a minimum, the following items:
   a) Basic First-Aid
   b) Cardio-Pulmonary Resuscitation (CPR)
   c) Detecting the onset of medical problems, i.e. heat casualties, frostbite, and other extremity injuries.
   d) Knowledge of the Registered Adult Manual (RAM), and the Young Marine Guidebooks
   e) Counseling Techniques
   f) Stress Management
   g) Basic Close Order Drill
   h) Basic Physical Training
   i) Safety Training
   j) Basic Field Survival Training

2) Young Marine recruit adult instructors must successfully complete the course and any refresher training as required by higher headquarters or the unit commander.

b. Supervision

1) Young Marine recruit adult instructors must pay strict attention to the supervisory requirements as set forth in the Registered Adult Manual (RAM), chapter 9, paragraph 8c, (1), (2), (3).
2) When there are female Young Marine recruits, the platoon must have a registered female adult on hand in accordance with the Registered Adult Manual (RAM), chapter 4, paragraph 2e, Female Staff Advisor.
3) Young Marine recruit adult instructors, at all levels, will be constantly alert for recruits with physical, mental, or other difficulties. Recruits who attempt to harm themselves, harm others, or run away, will remain in the presence of adult instructors until the parents can retrieve them. Registered adult personnel will, in the event of injury, contact the unit Corpsman and provide immediate first-aid if necessary.
4) Each Young Marine recruit will receive an interview from the unit commander or his/her designate at least once during the training cycle. This interview will provide the recruit the opportunity to discuss personal problems, performance levels, and to voice grievances without fear of reprimand, intimidation, or repercussions.

c. Meritorious Recognition. Unit commanders are authorized to promote up to 10% (rounded to the lowest whole number) of the total strength of the graduating Young Marine recruit platoon, as long as the recruits being considered meet the necessary requirements for graduating recruit training. Meritorious promotions will be from Pvt to PFC.

5. Command and Signal

a. Signal. This document is effective as of the date signed by the National Executive Director, and will remain in effect until cancelled or updated.

b. Command. This document is applicable to all Young Marine units conducting recruit training. The unit commanders are responsible to the National Executive Director for the overall accomplishment of Young Marine recruit training in accordance with this directive.

(Revised 5/2010)
6. **Recruit Performance Objectives**

   The Young Marine Recruit must be signed off on the following enabling objectives from the Basic Young Marine Guidebook. These are the objectives required to graduate recruit training and become a Young Marine Private. These are the only objectives that need to be taught during recruit training.

   **Performance Objective 1**
   Enabling Objectives: EO1, EO2, EO3a, EO4, EO11a-b.

   **Performance Objective 2**
   Enabling Objectives: EO1a, EO2, EO3a, EO4a, EO6a-b, EO8a (terms shaded in grey in the basic guidebook)

   **Performance Objective 3**
   Enabling Objectives: EO1b, EO8.

   **Performance Objective 4**
   Enabling Objectives: EO2.

   **Performance Objective 5**
   Enabling Objectives: EO1a The required quarterly training for this EO must be met as a recruit.

   **Performance Objective 6**
   No Enabling Objectives required from this section for recruit training

   **Performance Objective 7**
   Enabling Objective: EO1, EO4.

   **Performance Objective 8**
   Enabling Objectives: EO3, EO4.

   **Performance Objective 9**
   Enabling Objectives: EO1, EO2, EO4, EO5a-c.
Basic Drill Techniques for Recruit Training

The best training tool you have is to lead by example. If you want your recruits to stand at attention properly, then you and your staff must do the same at all times. Require your staff to march and execute movements in the same manner you are teaching your recruits.

**Explain, Demonstrate, Perform, And Review.** Using this method, your recruits will learn better, faster, and retain the information taught. Add to this yourself and your staff performing accordingly, and you will be successful in training good Young Marines.

**Speak clearly.** As much as you want to sound like a Drill Instructor, young children will not always understand you. If you want them to perform a “left face”, then give the command loud enough for all of them to hear, slow enough for them to react appropriately, and clearly enough so they will understand the command.

There are examples of recruits that could not hear from the last squad because the instructor was not loud and clear enough. In another case, a recruit was deaf.

Always face your platoon/squad/detail when giving commands.

Additionally, you should “**know your troops**”. In the case of the deaf recruit, the instructors and the recruit worked out a simple “recruit sign language” for facing movements and head calls, to name a few. No recruit should be made to “stand out” in the face of his or her peers in an adverse light. (See the RAM Chapter 2, Page 4, Paragraph 5a, and Chapter 2, Page 5, Paragraph 1, 1a, 1b, 1c, 2, and 3 for more information on the above)

During recruit training, everything taught should be explained fully to the Young Marine recruits. When for example, you are teaching the position of at ease, you should explain what its purpose is. See the example below. Never assume your recruits will automatically know what everything means or why they do it.

**EXAMPLE**
(For purposes of this example, assume that your recruits know the position of attention)

This block of instruction will be on the position of “at ease”.

The purpose of this position is to allow you to rest in an orderly fashion. You may make adjustments to your clothing and equipment while in this position, but you must keep your right foot in place. There is no talking while in this position.

The command used to get you into this position is “**at ease**”. I will now give the command “at ease” to my assistant who will demonstrate the proper movements.

*(Instructor gives the command to his assistant who executes the move)*

You will notice that upon the command “at ease”, my assistant moved his left leg to the left approximately shoulder distance *(show them)*, and at the same time moved both arms behind his back where he has joined his hands in this fashion *(show them)*, keeping his fingers straight and interlocking his thumbs. You will notice the fluid motion he used as he performs this command. Do not lock your knees and keep your back straight. We will demonstrate once again. *(Demonstrate again using the assistant)*

*(Ask if there are any questions concerning this movement)* If need be, demonstrate again until your recruits understand the basic principle of the movement.

I will now give the command “at ease”. You will execute the movement in the manner in which you were instructed.
(Give the command and observe the movement) Explain about anticipating commands if this happens and if need be demonstrate the move again with your assistant. Always end the training session with the recruits performing the move.

(Once they have a basic understanding of the movement, explain some situations where this would be used).
One example of using this position would be during closing formation, when the commander is giving out assignments or “passing the word”.

The only position you can go to from “at ease” is “attention”.

Give the command and have the recruits execute the movement. Do this again during the review phase of the schedule. Give a command other than attention while they are in the position of at ease. Correct those that move, and again explain that they can only be given the command “attention” from “at ease”.

(Remember, there is no substitute for practice and leadership)