

## IMPORTANT INFORMATION FOR CANDIDATES ATTENDING THE OFFICER SELECTION BOARD (OSB)

Congratulations on your decision to pursue a career as an Officer in the Australian Defence Force. The next step in the recruiting process is the Officer Selection Board (OSB) which is designed to assess your **leadership skills, motivation, and commitment to the Service** for which you are applying.

Please be aware that **attendance at the OSB provides no guarantee of employment** - it is a job interview, and you will be competing against others for a position as an Officer in the Service that you have chosen.

### General

The function of the OSB is to provide advice to the delegate on the selection of applicants suitable for entry to the ADF, and subsequent commissioning. The OSB consists of a series of activities designed to test your competitiveness for available vacancies. Good academic results are important; however, they are not the only factor considered when selecting applicants for entry. The OSB will also make a determination on your suitability based on your leadership skills, teamwork and individual abilities demonstrated throughout a range of challenging problem-solving exercises.

The OSB will be conducted before a panel of Officers usually including:

- President (Military Officer)
- Specialist Officer (Military Officer)
- Psychologist (Civilian or Military Officer depending on the Service)

The OSB will offer you the opportunity to make a favourable impression upon the Board. The Board members will make allowances for applicants who are nervous and will do their best to put you at ease, however they will expect you to overcome and control nervousness and present yourself in the most favourable light.

### Leadership

Your ability to lead others and communicate effectively, both orally and in writing, is an important part of being an Officer. Success on military courses, as well as an Officer's day-to-day performance, depends greatly on strong communication skills. Accordingly, you will be assessed on your conversational skills, ability to present a logical and coherent argument and, correct sentence structure and grammar.

You will also be assessed on your understanding of leadership concepts and your experience and potential for leadership positions as an Officer. This may include an assessment of your:

- School appointments or leadership roles
- Public speaking
- Community involvement
- Team sports participation
- Self confidence
- Maturity
- Understanding of leadership models

**What will make you more competitive:**

- Motivation and attitude
- Research
- Ambition and career knowledge
- Performance at your interview

You must learn as much as you can about the Defence Force and the particular Service and role you are applying for. **To be more competitive** you should attempt to speak with a current serving Defence member in the same Service and role you are seeking prior to attending the OSB. Speaking to serving personnel will assist you in understanding the role and the requirements of the Service such as sea service. If possible, you should attempt to visit a base or asset (during an open day) to see first-hand what life in the Defence Force involves. Importantly, do not forget your application is considered in competition with others on a national basis.

**Motivation**

Motivation is a major point which will be evaluated during the OSB. You must be well prepared and learn everything you can about the roles and responsibilities of the position you are applying for. As a candidate, expect to be asked questions on the following issues:

- What do you have to contribute to the Service?
- Why do you want to be a Navy, Air force or Army Officer?
- Do you have the right academic qualifications and personal traits to be become a Navy, Air Force or Army Officer?
- Do you know the role and can you cope with the responsibilities?
- Do you know the training process and where and how long you will be in training?
- What will you learn at basic / Officer training and what will the training environment be like?
- How much do you know about military life in general?

- How will your lifestyle be affected by joining the Defence Force?
- Do you know the base locations relevant to your job and the basic types of equipment you will be using?
- What Corps (Army), Mustering (Air Force), or Primary Qualification (Navy) will you belong to?
- What are the main functions of the role you are applying for? What is the combat role related to this?
- What are the potential operating environments for the job you are applying for?
- What are the employment conditions for this job – positive and negative?
- What are the pay entitlements for initial military training (IMT) / initial employment training (IET) and once you are fully qualified?
- Do you understand the appointment conditions of service?
- What does your family or partner think about your application?
- Can you offer unrestricted service (and do you know what this means)?
- What is the Pre-Entry Fitness Assessment and what are the minimum requirements for your chosen Service?
- General knowledge and understanding of current ADF operations and current affairs.

The above questions are only a guide for you to think about, research and answer. It is in your best interest to study as much relevant information as possible to prepare for the interview which should include accessing useful websites provided within the enclosures.

### **Fitness**

High standards of physical fitness are necessary for ADF members to effectively carry out assigned operational tasks. All ADF personnel must be capable of achieving and maintaining a prescribed level of physical fitness as a function of operational preparedness. The minimum fitness standards required to enter the ADF are detailed in enclosure 4.

### **ADF Policies and Conditions**

It is important that you understand the policies and conditions associated with service in the Australian Defence Force. This information is provided to you in enclosure 4.

### **Preparation for your specific Service OSB**

Information pertaining to your specific OSB (for Navy, Army or Air Force) is provided to you in the relevant Service enclosure. If for any reason you anticipate that it will be difficult for you to meet the required standards outlined above, you should discuss the issue with your Australian Defence Force Careers (ADFC) Recruiter.

### **Administration and Transportation**

If you are applying for **ADFA or RMC (Full-Time)** you will be required to participate in an online Officer Selection Board.

If you are applying to be a **pilot or Aviation Warfare Officer** (in the Navy) you will be required to undertake a selection program at East Sale, Victoria prior to your attendance at an Officer Selection Board. Your travel arrangements will be organised and paid for by Defence and this information will be sent to you separately.

### **Conclusion**

The satisfaction and rewards associated with being an Officer in the Australian Defence Force are considerable. The most important advice we can offer is to understand what you are applying for and to be your true self on the day. ADFC wishes you good luck at your OSB.

### **Enclosures** (issued as applicable):

1. DFR-RECRE053a OSB Information (Navy)
2. DFR-RECRE053b OSB Information (Army)
3. DFR-RECRE053c OSB Information (Air Force)
4. DFR-RECRE139 Important Information for all Candidates