



DON COOL

Department of the Navy

Credentiaing Opportunities On-Line

Credentiaing Opportunities for Federal Civil Service



Welcome to DON COOL

The Department of Navy Credentialing Opportunities On-Line (DON COOL) website represents the joint effort, close coordination and shared resources that support the Navy and Marine Corps COOL programs. Credentialing is becoming ever more important across the DoD, adding value for Sailors and Marines while they serve and as they transition to civilian life. DON Civilians can also benefit from credentialing as part of their personal and professional development. DON COOL reflects the Department of the Navy's ongoing commitment to Sailors, Marines, and Civilians in providing world class training, experience, and opportunities that will serve them well on active duty, Federal service, and post-service civilian careers.

For more information, [you can read all about COOL.](#)



Visit DON, Branch-Specific COOL Sites and DON Civilian COOL



*Clicking the links above will take you to the COOL site selected.
To return to this site, close the new window or tab that opens.*



What is DON Civilian COOL?

- Provides background information about civilian credentialing
- Identifies licenses and certifications relevant to federal occupational series
- Identifies detailed credential requirements and provides information on key discriminators
- Provides information on resources available to prepare for exams



DON Civilian COOL Target Audiences



Current Federal Employees

Learn how your education, training, and experience can help you attain a civilian occupational credential to further your professional development goals.

[Learn More >](#)



Prospective Federal Employees

Are you considering a job in the federal government? Use this site to learn about the civilian credentials that might help you.

[Learn More >](#)



Recruiters & HR Professionals

Provide better guidance on education, professional growth, career requirements and opportunities to individuals in the Navy or those considering joining.

[Learn More >](#)



Key Elements of Federal Occupational Series Summary Pages

- One per federal occupational series
- Include:
 - Federal Occupation Description
 - Related Credentials
 - Related Civilian Private Sector Occupations
- Developed using “Relatedness Determination” Process

Related Credentials

National Certifications | State Licensure

The following certifications have been identified as most relevant to the broad duties of this federal occupational series. Please note that these credentials may not reflect all of the unique job functions that you perform within your organization. Also these credentials may require additional education, training or experience. For more information about any credential, click on the credential title below.

National Certifications

Table Legend | Help

Show 10 entries

Search:

Active Filters

Most X Some X Is In Demand X ANSI X NCCA X Not Accredited X

Showing 1 to 6 of 6 entries (filtered from 19 total entries)

Credential	Agency	Related As	GI Bill	Accreditation
Certified Associate in Project Management (CAPM)	Project Management Institute (PMI)	some	✓ GI BILL	
Certified Manager (CM)	Institute of Certified Professional Managers (ICPM)	some	✓ GI BILL	
Professional in Human Resources (PHR)	Human Resource Certification Institute (HRCI)	most	✓ GI BILL	NCCA
Project Management Professional (PMP)	Project Management Institute (PMI)	some	✓ GI BILL	ANSI



Research and Analysis Process

Review of
Federal
Occupational
Standard

Match to
Civilian
Occupations

Identification of
Related
Credentials



Results to Date

- Number of Federal Occupational Series Analyzed to Date – 100
- Number of Unique Credential Agencies – 338
- Number of Unique Credentials – 1,134
- Average Number of Credentials per Federal Occupational Series – 26
- Median Number of Credentials per Federal Occupational Series – 21



Types of Linkages Between Credentials and Federal Occupational Series

- **Directly Related/MOST** – credential directly related to **most** of the duties (approximately 80 percent) performed within the occupational series
- **Skill Related/SOME** – credential related to a specific embedded skill set or **some** of the duties within the occupational series
- **Other/Advanced** – **other** potentially related specialized or advanced credentials – aspirational credentials



Discriminators of Quality/Value



COOL Review - Credentials Standards Checklist

ANSI

American National Standards Institute (ANSI)

NCCA

National Commission for Certifying Agencies (NCCA)

ICAC

International Certification Accreditation Council (ICAC)

✓ GI BILL

GI Bill Approval



Credential identified by U.S. Department of Labor as "in demand"



Types of Credential Requirements Drive Attainability of Credential





Key Elements of Credential Snapshot Pages

- Credential Description
- Credential Contact Information
- Related Occupations
- Summary of Credential Requirements
- Detailed Credential Requirements
- Recertification Requirements

DON Civilian COOL Credential Snapshot National Credential

Credential: [Professional in Human Resources \(PHR\)](#) ✔ 01 BILL MOCA

Credentiaing Agency: [Human Resource Certification Institute \(HRCI\)](#)

The Professional in Human Resources (PHR) certification is designed for the HR professional who focuses on program implementation, has a tactical/logistical orientation, is accountable to another HR professional within the organization and has responsibilities that focus on the HR department rather than the whole organization. Candidates must meet experience and/or education requirements and take and pass a written examination. The examination is divided into six functional areas; Business Management and Strategy, Workforce Planning and Employment, Human Resource Development, Compensation & Benefits, Employee and Labor Relations, and Risk Management.

More information can be found on the certifying agency's website.

Renewal Period: 3 years

Related Occupations
Summary
Eligibility
Exam
Recertification

Professional in Human Resources (PHR)

Federal Occupations

The following Federal Occupations provide training and/or experience that contribute to attaining this credential:

Table Legend
Help
Print

Show 10 entries Search:

Showing 1 to 6 of 6 entries Previous 1 Next

Federal Occupation	Related As
0201 Human Resources Management Series	most
0203 Human Resources Assistance	most
0280 Equal Employment Opportunity Series	some
0318 Secretary Series	other
0341 Administrative Officer	most
0342 Support Services Administration	some

Showing 1 to 6 of 6 entries Previous 1 Next



Links to COOL Websites

- Army COOL – <https://www.cool.army.mil>
- Department of Navy COOL– <https://www.cool.navy.mil>
 - Navy COOL – <https://www.cool.navy.mil/usn>
 - Marine Corps COOL – <https://www.cool.navy.mil/usmc>
 - DON Civilian COOL - <https://www.cool.navy.mil/dciv/index.htm>
- Air Force COOL - <https://afvec.langley.af.mil/afvec/Public/COOL/Default.aspx>



Contact Information

- **Jim Johnson**

Voluntary Education Service Chief, U.S. Navy

james.p.johnson@navy.mil

- **Lisa Lutz**

President, SOLID, LLC

lisa.lutz@solidinfodesign.com

- **Ed Davin**

Senior Analyst, SOLID, LLC

ed.davin@solidinfodesign.com

