

DEFENSE EQUAL OPPORTUNITY MANAGEMENT INSTITUTE (DEOMI)

Course Catalog

Academic Year: FY26



Approved by:

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Commandant's Letter

The Defense Equal Opportunity Management Institute (DEOMI) is the Department of Defense's (DoD) Center of Excellence for Military Equal Opportunity (MEO), Equal Employment Opportunity (EEO), and human relations education, training, and research. Since its inception in 1971, DEOMI has played a pivotal role in enhancing combat readiness by fostering positive human relations throughout the DoD.

At DEOMI, our mission is clear: To foster cultures of excellence through learning, research, and integrated knowledge management. We are committed to optimizing Total Force Readiness by equipping our military and civilian graduates with the knowledge and tools necessary to effectively advise commanders across the Armed Forces, U.S. Coast Guard, and DoD Agencies on MEO/EEO-related matters.

Our vision is equally ambitious. We aim to advance an agile and ready force that values and develops all individuals and thrives on their unique contributions. By embracing individual strengths and promoting excellence, we create a stronger, more resilient defense community.

DEOMI is accredited by the Council on Occupational Education (COE). Our learner-centered curriculum features challenging discussions, lectures, and activities. We employ a variety of instructional methods and technologies, including resident courses, distributed learning courses, mobile training teams, and seminars. Each program, course, and seminar are meticulously designed for a specific target audience, ensuring hands-on, real-world application of proven theories and techniques.

As you embark on your studies, I encourage you to fully embrace the DEOMI experience. Your professional success awaits, and we are here to support your journey. Thank you for your commitment to excellence and readiness.

Michelle I. Nash
Colonel, USAF
Commandant

Accreditation

The Council on Occupational Education (COE) accredits DEOMI. The Institute received its initial accreditation in 1983. Before 1995, the COE was the Commission on Occupational Educational Institutions of the Southern Association of Colleges and Schools.

Student Enrollment (Admissions)

DEOMI trains the DoD workforce to include military and civilian EO and EEO professionals. Other US Federal Agencies may enroll in DEOMI courses on a space-available basis. Each Service, Agency, Activity, and Component has a selection, enrollment, and recruitment program that identifies and selects their employees to attend DEOMI programs.

Please contact your organization's training office to initiate the enrollment process.

DEOMI Student Services Contacts:

- DSN: 854-4617/5874/5214/7543
- Commercial (321) 494-4617/5874/5214/7543

For Military EO courses email Student Services at DEOMIss@us.af.mil.

For Civilian EEO courses email Student Services at DEOMIss@us.af.mil.

For Leadership Education and Development (LEAD) Leadership Team Awareness Seminar (LTAS) email DEOMI.ET.LTAS@us.af.mil.

Additional information is provided on our website:

<https://www.deomi.mil/Education-and-Training/Course-Information/>

Military Equal Opportunity (MEO) Training Program

Equal Opportunity Advisor Course (EOAC)

Purpose

The EOAC trains and certifies officers, enlisted, and civilian personnel selected to fill Equal Opportunity (EO) billets across the DoD and Coast Guard. Graduates will serve as MEO advisors to Commanders across the field, fleet, and wing.

Course Description

The program integrates DoD and Service-Specific training requirements to ensure students are thoroughly equipped to serve as Equal Opportunity Advisors (EOA) and Command Climate Specialists (CCS). A blended learning approach is utilized, with coursework delivered via a Distributed Learning (DL) platform hosted on the Blackboard Learning Management System (LMS) and resident training at Patrick Space Force Base. Students are required to complete all DL components prior to attending the resident portion of the course. Both DL and resident training focus on developing critical knowledge and applying it in real-world scenarios, reinforcing the cognitive domain and enhancing on-the-job skills and capabilities.

Learning Outcomes

Upon graduation, students will be able to:

- Apply DoDI 1350.02 and 1020.03 by identifying and responding to workplace behaviors that reflect discrimination or harassment based on race, color, national origin, religion, sex (including pregnancy), or sexual orientation.
- Evaluate real-world scenarios to determine whether conduct violates EO or harassment policies and recommend appropriate corrective actions.
- Demonstrate professional interpersonal skills during interviews, conflict resolution, and when advising Commanders on EO-related matters.
- Assess team dynamics to identify cohesion challenges and recommend strategies that enhance collaboration and readiness.
- Advise Commanders on EO-related concerns, including complaint procedures, prevention strategies, and organizational risks that impact mission effectiveness.
- Implement harassment and assault prevention programs, and coordinate with referral agencies to support affected personnel.
- Apply conflict resolution techniques, including Alternative Dispute Resolution (ADR), to address interpersonal and organizational disputes.
- Distinguish between informal and formal complaint processes and explain when and how each should be used under DoD policy.
- Deliver effective presentations and training sessions to educate personnel on EO principles, harassment prevention, and respectful workplace practices.
- Apply prevention and response strategies to address problematic behaviors such as

- harassment, retaliation, reprisal, hazing, and bullying.
- Manage the Commander's EO program, identify strengths and weaknesses, and monitor the implementation of improvement plans.
- Draft professional correspondence and policy recommendations to address systemic barriers and enhance organizational practices. Support the Integrated Primary Prevention Workforce (IPPW) with command climate assessments in accordance with DoDI 6400.11 by contributing to data analysis, reporting, focus groups, interviews, observations, and action planning efforts.

Target Audience

Officers, enlisted, and civilian personnel selected to fill EO billets across the DoD and Homeland Security, who will serve as advisors to Commanders on MEO matters.

Prerequisites

The student must be assigned to an EO billet or is projected for assignment upon graduation. Each branch of Service has specific criteria to attend this course. Service members/employees must meet Service/Agency requirements for enrollment in the program.

Method of Instruction

DEOMI employs a student-centered, small group learning model. Throughout the course, students will apply knowledge learned in hands-on practical applications, interactive large group discussions, small group discussions, small group activities, role-playing, student led facilitation, guided discussions, and case studies. Students' performance will be assessed via written products, exams, and practical application.

Duration

- All students must complete 16 hours of distributed learning training prior to reporting to resident training.
- All students must complete 17 training days/119 hours of core resident training at DEOMI.
- All students must complete additional Service-specific requirements to graduate from this course:
 - US Army personnel must complete 7 additional training days/49 training hours.
 - US Navy personnel must complete 7 additional training days/49 training hours.
 - US Marine Corps personnel must complete 10 additional training days/49 training hours.
 - US Coast Guard personnel must complete 7 additional training days/49 training hours plus additional:
 - EEO Professional Series Entry Course, 25 hours of DL training prior to starting resident training plus 5 days/40 hours of resident training.

- EEO Mediation Course, 5 days/40 hours of resident training.
- US Air Force personnel must complete 12 additional training days/84 training hours, plus additional:
 - EEO Professional Series Entry Course, 25 hours of DL training prior to starting resident training plus 5 days/40 hours of resident training
 - EEO Mediation Course, 5 days/40 hours of resident training.

Equal Opportunity Advisor Reserve Component Course (EOARCC)

Purpose

The EOARCC trains and certifies DoD Reserve Component personnel selected to fill military and civilian EO billets across the DoD. Graduates will serve as MEO advisors to Commanders in the field and wing.

Course Description

The program integrates DoD and Service-specific training requirements to ensure students are thoroughly equipped to serve as Equal Opportunity Advisors (EOA) and Command Climate Specialists (CCS). A blended learning approach is utilized, with coursework delivered via a Distributed Learning (DL) platform hosted on the Blackboard Learning Management System (LMS) and resident training at Patrick Space Force Base. Students are required to complete all DL components prior to attending the resident portion of the course. Both DL and resident training focus on developing critical knowledge and applying it in real-world scenarios, reinforcing the cognitive domain and enhancing on-the-job skills and capabilities.

Learning Outcomes

Upon graduation, students will be able to:

-
- Apply DoDI 1350.02 and 1020.03 by identifying and responding to workplace behaviors that reflect discrimination or harassment based on race, color, national origin, religion, sex (including pregnancy), or sexual orientation.
- Evaluate real-world scenarios to determine whether conduct violates EO or harassment policies and recommend appropriate corrective actions.
- Demonstrate professional interpersonal skills during interviews, conflict resolution, and when advising Commanders on EO-related matters.
- Assess team dynamics to identify cohesion challenges and recommend strategies that enhance collaboration and readiness.
- Advise Commanders on EO-related concerns, including complaint procedures, prevention strategies, and organizational risks that impact mission effectiveness.
- Implement harassment and assault prevention programs, and coordinate with referral agencies to support affected personnel.
- Apply conflict resolution techniques, including Alternative Dispute Resolution (ADR), to address interpersonal and organizational disputes.
- Distinguish between informal and formal complaint processes and explain when and how each should be used under DoD policy.
- Deliver effective presentations and training sessions to educate personnel on EO principles, harassment prevention, and respectful workplace practices.
- Apply prevention and response strategies to address problematic behaviors such as harassment, retaliation, reprisal, hazing, and bullying.
- Manage the Commander's EO program, identify strengths and weaknesses, and monitor the

implementation of improvement plans.

- Draft professional correspondence and policy recommendations to address systemic barriers and enhance organizational practices.
- Support the Integrated Primary Prevention Workforce (IPPW) with command climate assessments in accordance with DoDI 6400.11 by contributing to data analysis, reporting, focus groups, interviews, observations, and action planning efforts.

Target Audience

National Guard, Army and Air Force Reserve component personnel selected to fill EO billets across the DoD who will serve as advisors to Commanders on MEO matters.

Prerequisites

The student must be assigned to an EO billet or is projected for assignment upon graduation. Each branch of Service and Component has specific criteria to attend this course; students must meet Service/Agency requirements for enrollment in this program.

Method of Instruction:

DEOMI employs a student-centered, small group learning model. Throughout the course, students will apply knowledge learned in hands-on practical applications, interactive large group discussions, small group discussions, small group activities, role-playing, student led facilitation, guided discussions, and case studies. Students' performance will be assessed via written products, exams, and practical application.

Duration

- All students must complete 16 hours of distributed learning training prior to reporting to resident training.
- All students must complete 14 training days/98 hours of core resident training at DEOMI.
- All students must complete additional Service-specific requirements to graduate from this course:
 - US Army National Guard & Reserve personnel must complete 5 days/40 training hours.
 - US Air Force Guard and Reserve personnel must complete 22 additional training days:
 - US Air Force Guard or Reserve Service Specific Training, 12 days/96 training hours
 - EEO Professional Series Entry Course, 25 hours of DL training prior to starting resident training plus 5 days/40 training hours
 - EEO Mediation Course, 5 days/40 hours training hours

Leadership Education and Development (LEAD) Programs

Leadership Team Awareness Seminar (LTAS)

Purpose

The Leadership Team Awareness Seminar (LTAS) provides the opportunity for leadership teams to explore human relations, Equal Opportunity (EO), and Equal Employment Opportunity (EEO) topics with the potential to impact future DoD/Department of Homeland Security (DHS) policy. These seminars are designed to build awareness of the contemporary aspects of human relations, EO, and EEO.

Course Description

The LTAS follows a seminar approach, where guest speaker subject matter experts will provide the audience with the most up-to-date thoughts, viewpoints, and research on a series of rotating seminar topics. Topics include Prohibited Discrimination, Ethical-Decision Making, Toxic Leadership, Retaliation Prevention and Response Strategy, Leadership Accountability and Oversight Framework, Harassment Prevention and Response, and Difficult/Effective Conversations.

By gaining an awareness of these contemporary aspects of human relations, EO, and EEO, senior leaders will be more equipped to understand, explain, and participate in creating future DoD/DHS human relations, EO, and EEO policy.

Target Audience

This seminar is designed for leadership teams in the DoD and DHS. The LTAS is for Military Officers (O3 through O6), Senior Enlisted (E7 through E9), and General Schedule employees in leadership positions (GS-12 through GS-15). Participants are highly encouraged to attend together as a Leadership Team.

Prerequisites

None.

Method of Instruction

The methods of instruction for this course include subject-matter expert presentations. Subject-matter expert guest speakers from the Federal and public sectors.

Duration

Seminar length is 4 hours.

Equal Employment Opportunity (EEO) Training Program

EEO Professional Series Entry (EPS-E) Course

Purpose

The EPS-E course prepares the student to serve as an entry-level Equal Employment Opportunity (EEO) professional in the Federal sector.

Course Description

This course utilizes a hybrid approach that includes a self-paced, Distributed Learning (DL) phase and a resident phase.

Students gain critical knowledge and skills to effectively serve as EEO Counselors or practitioners at the entry level, especially the pre-complaint process and informal intake. The program focuses on statutory, legal, intra/interpersonal, and organizational aspects of EEO. Training involves understanding the causes and effects of discrimination, EEO programs for Federal employees; applicants for employment; civilian personnel and human resource management; the roles and responsibilities of EEO Counselors, Assistants, and Specialists; communication and interviewing skills; staff procedures; writing and briefing skills; documenting EEO inquiries; resolving EEO complaints; and the Alternative Dispute Resolution process.

Learning Outcomes

Upon graduation, students will be able to:

- Execute the requirements for EEO Counselors (roles and responsibilities).
- Interpret current EEO laws, statutes, regulations, and directives.
- Execute the EEO complaints counseling process.
- Summarize the information to be included in an EEO Complaints Counseling Report.
- Implement attempts at resolution.
- Summarize the essential components of the Disability Program.
- Recall Anti-harassment Program awareness.
- Recognize reasonable accommodations awareness.

Target Audience

Entry-level Federal practitioners (primarily GS-201, 260, and 360 series); GS-7 through GS-11 and those new to Federal service.

Prerequisites

All students must complete 25 hours of EPS-E DL training prior to starting resident training.

Method of Instruction

DEOMI employs a student-centered, small group learning model. Throughout the course students will apply knowledge learned in hands-on practical applications, interactive large group discussions, small group discussions, small group activities, role-playing, student-led oral presentations, facilitation, guided discussions, and case studies. The student's performance will be assessed via written products, exams, and practical application.

Duration

All students must complete 25 hours of DL training prior to starting resident training.

All students must complete 5 training days/40 hours of resident training at DEOMI.

EEO Professional Series Intermediate (EPS-I) Course

Purpose

The EPS-I course provides students with the knowledge and skills essential to serve as an Equal Employment Opportunity (EEO) professional at the intermediate level.

Course Description

This course utilizes a hybrid approach that includes a self-paced, online Distributed Learning (DL) phase and a resident phase. Students gain critical knowledge and skills to effectively serve as EEO practitioners at the intermediate level. The program focuses on roles and responsibilities of the EEO practitioners, as well as complaint processing and policy. This course builds upon the EEO Professional Series Entry (EPS-E) course and prepares the EEO practitioner to serve as a facilitator/liaison between the employee and management in the complaint processing stage. The EEO Professional Series Intermediate (EPS-I) course prepares the practitioner to perform assigned duties associated with an organization having nondiscriminatory employment policies and practices and provide equal employment opportunities to all job applicants and employees.

Learning Outcomes

Upon graduation, students will be able to:

- Execute the elements of the formal complaint process as defined in the Management Directive 110 (MD 110) (to include investigation requests).
- Organize a complaint file.
- Execute the essential elements associated with a model EEO program as defined in the Management Directive 715 (MD 715).¹
- Explain the essential components of the Disability Program.
- Execute resolution strategies.

Target Audience

Intermediate-level Federal EEO Specialists

Prerequisites

EPS-I students must complete the EEO Counselor Course (EEOCC), *plus* the DL portion of the EEO Professional Series-Entry (EPS-E) course; or the EPS-E course.

All students must complete 10 hours of EPS-I DL training prior to starting resident training.

Method of Instruction

DEOMI employs a student-centered, small group learning model. Throughout the course

¹ Omitted pending updated Equal Employment Opportunity Commission (EEOC) guidance. 6/25/2025

students will apply knowledge learned in hands-on practical applications; interactive large group discussions, small group discussions, small group activities, role-playing, student-lead oral presentations, facilitation, guided discussions, and case studies. Student's performance will be assessed via written products, exams, and practical application.

Duration

All students must complete 10 hours of DL training prior to starting resident training.

All students must complete 5 training days/40 hours of resident training.

EEO Professional Series Advanced (EPS-A) Course

Purpose

The EPS-A course provides students with the knowledge and skills required to manage effective Equal Employment Opportunity (EEO) programs at the installation, activity, and command level.

Course Description

This course uses a hybrid approach that includes a self-paced Distributed Learning (DL) phase and a resident phase. The course focuses on a value-based EEO program leadership concept that reconciles the goals of Federal EEO law; the impact of successful EEO programs on leadership, quality, and mission accomplishment; and the reality of leading an EEO program involving a model workforce. Students gain knowledge of nondiscrimination, strategic planning of affirmative employment programs (AEP), and human resource (HR) management issues through a series of presentations by experts in these subject matter areas, group activities, and student-led symposia. The course builds on knowledge and skills gained through the EPS-E course, the EPS-I course, and EEO experience.

Learning Outcomes

Upon graduation, students will be able to:

- Execute the roles and responsibilities of the EEO Officer/Director.
- Execute the agency EEO Program for compliance with 29 CFR 1614.
- Explain resource management strategies.
- Planning executive level attributes such as leadership, coaching, business acumen, influencing strategies, building coalitions.

Target Audience

EEO Program Managers

Prerequisites

EPS-A students must possess 3 years of EEO experience *after* completing the EEO Professional Series-Intermediate (EPS-I) course.

All students must complete 8 hours of EPS-A DL training prior to starting resident training.

Method of Instruction

DEOMI employs a student-centered, small group learning model. Throughout the course students will apply knowledge learned in hands-on practical applications; interactive large group discussions, small group discussions, small group activities, role-playing, student-led oral presentations, facilitation, guided discussions, and case studies. Student's performance will be assessed via written products, exams, and practical application.

Duration

All students must complete 8 hours of DL training prior to starting resident training.

All students must complete 5 training days/40 hours of resident training.

Equal Employment Opportunity Mediation Course (EEOMC)

Purpose

The EEOMC equips third-party neutrals with mediation and other alternative dispute resolution (ADR) skills. This course provides basic proficiency in mediation and facilitative conflict resolution.

Course Description

The EEOMC provides DoD personnel with the fundamental training required to serve as DoD mediators (third-party neutrals). Using sound instructional methodologies, such as informal lectures, discussions, and activities, faculty ensure each student comprehends mediation topics and participates in educational activities associated with the mediation process. DEOMI's mediation training includes the ADR Act and its amendments, with emphasis on the Federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR. It also covers the EEOC's regulations and policy guidance with respect to ADR, Title 29 C.F.R. § 1614.102(b)(2), 1614.105(f), 1614.108(b), and 1614.603; the operation of ADR methods, including interest-based negotiation; and skill development in drafting the settlement agreement, including the notice provision pursuant to Title 29 C.F.R. § 1614.504.

Learning Outcomes

Upon graduation, students will be able to:

- Interpret applicable EEO laws, regulations, and directives.
- Compare Alternative Dispute Resolution (ADR) methods.
- Execute complaint resolution via mediation.
- Execute conflict management strategies to reconcile multiple perspectives and build consensus.
- Draft mediation settlement agreement terms.
- Validate the ethical obligations of a third-party neutral.

ACE College Credit Recommendations

The American Council on Education (ACE) recommends 3 semester hours in the lower-division baccalaureate/associate degree category for course DEOMI-0003.

Target Audience

Military, DoD civilian, and other Federal employees who will serve as third-party neutrals or who need to gain the skills necessary to resolve EO, EEO, or other types of workplace disputes within their organizations.

Prerequisites

None

Method of Instruction

DEOMI employs a student-centered, small group learning model. Throughout the course students will apply knowledge in hand-on practical applications; interactive large group discussions, small group discussions, small group activities, role-playing, student-led oral presentations, facilitation, guided discussions, and case studies. Students' performance will be assessed via written products, exams, and practical application.

Duration

All students must complete 5 training days/40 hours of resident training.

Disability Program Management Course (DPMC)

Purpose

The DPMC prepares the students to serve as a Disability Program Manager (DPM) in the Federal sector.

Course Description

The course provides an understanding of the regulatory guidance supporting disability program practices and procedures. It provides clarification of specific roles and responsibilities of the Disability Program Manager (DPM) and discusses essential information consisting of Human Resources (HR), personnel procedures, and EEO processes.

Learning Outcomes

Upon graduation, students will be able to:

- Classify disability outreach initiatives and resources.
- Classify the roles and responsibilities of the DPM.
- Interpret applicable EEO laws, regulations, and directives as related to the Disability Program.
- Interpret the hiring authorities and processes associated with affirmative employment of IWD.
- Differentiate requirements found in the Management Directive 715 with emphasis on Parts G, H and J.²
- Analyze organization/agency data to identify and recommend actions to remove barriers to equality of opportunity in the workplace.³
- Execute the preparation and presentation of briefings.

Target Audience

Those responsible for recruiting, hiring, placing, accommodating, or ensuring universal information technology and facilities for IWD and IWTD. This includes Disability Program Specialists, Veterans Program Managers, and Reasonable Accommodations Coordinators, HR practitioners, EEO Specialists, and others managing employment matters concerning IWD and IWTD.

Prerequisites

None

Method of Instruction

² Omitted pending updated Equal Employment Opportunity Commission (EEOC) guidance. 6/25/2025

³ Omitted pending updated Equal Employment Opportunity Commission (EEOC) guidance. 6/25/2025

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Duration

All students must complete 5 training days/40 hours of resident training.

Special Emphasis Program Manager (SEPM) Course

SEPM is suspended pending guidance.

Human Relations Professional Development Distributed Learning

Description

DEOMI provides distributed learning modules through the Joint Knowledge On-line (JKO) Learning Management System (LMS). These training modules are designed to enhance knowledge on a variety of human relations topics.

- Job Satisfaction (DEOMI-ATS-1041)
- Organizational Commitment (DEOMI-ATS-1400)
- Age Discrimination (DEOMI-ATS-2040)

Lessons are available via JKO's Learning Management System (LMS). For information on accessing, see <https://www.deomi.mil/Education-and-Training/Distributed-Learning/>

Target Audience

The DL is designed for all Department of Defense (DoD) and Coast Guard.

Prerequisites

None

Method of Instruction

Asynchronous distributed learning

Duration

Courses range from 1 to 2 hours in length.

Please visit our webpage to learn more about the
DEOMI Center of Excellence.

[Defense Equal Opportunity Management Institute - Home](https://www.deomi.mil/)
(<https://www.deomi.mil/>)

