

The Wheelbook

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SWO Rule: Don't reinvent the wheel . . . or the speech!

The Retirement Speech (with 3 examples)

by

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Editor: This article is comprised of selected comments from web-based discussion threads on sailorbob.com. Several nameless Naval Officers who probably never even met contributed bits of wisdom from their disparate experiences and years of service. This article collects those thoughts to provide a ready reference for the current and next generation of Naval Officers.

SeminoleSWO: I'm hoping that with all the experience out here in Bob land I could once again get some guiding words of wisdom. I was asked a little over a year ago to be the guest speaker at a PO1's retirement ceremony. I worked as the guy's Divo for about 2 years on USS First ship, but am coming up at a loss for more than a page of sustenance. I've been to a couple retirement ceremonies where the guest speaker spoke from anywhere in the spectrum of 5-60 minutes. Is there a norm for how long people normally speak for, or the format that the speech follows? Any help would be greatly appreciated.

The SWO Star: There is no set pattern because there is no set range of experience. Master Chiefs and CAPTs with 30 years of experiences accumulate more tours and more experiences than PO1s with what I assume is 20. 10 minutes should be fine.

Two avenues you can explore:

Teamwork: Ask the PO1 what Chief or mentor made the most impact on his career. Find that person. Talk to that person. Get the funny moments, the serious challenges, and the achievements. Add that to what you experienced when serving with him or her.

Timeline: A retirement ceremony usually has a leaflet that describes the service member's career. But it is completely okay to bring that up in the guest speaker's speech again.

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Or combine 1 and 2.

Remember the keys to a good retirement ceremony:

- 1. Look extra good in your uniform.
- 2. Be extra nice to family and friends
- 3. Rehearse enough so that your part seems natural
- 4. Linger a little after the ceremony, but not too long.

NovaNuke: Depending on when the event is, I recommend reaching out to former shipmates, CoC, family, and friends for funny stories or career highlights about the individual. This adds a very personal feel to your speech and will make up for any time issues (think quality vice quantity). Spouses are usually a great source of information and can often provide contact info for former friends/shipmates. Taking to the retiree about his/her career path may also give you some material to discuss (i.e., was on USS BLAH for first BLAH).

AllChoptUp: More suggestions: - Discuss family's role in the sailor's career - moves made, babies born and raised, that kind of thing. Try to work in their sacrifices and support of his career. Know their names and look at them during your speech.

- Mention world events that were happening at significant milestones in the mbr's career, especially if he played a role in any of them (duty station, job, etc).

- Talk about retirement plans if his career shaped them - some go into teaching and credit their time in uniform for their skills in the classroom, for example.

SWOLAW.COM: May be a rehit, but when reciting the career milestones do not just read them off - they are probably in the program. Instead get from PO1 his most memorable tours and the why and spend a little time talking about how those memorable tours make a memorable career.

Something I learned from the priest who married me. He hardly knew bride and me (several pre-cana meetings). But he found out enough about us from talking with us to use a funny anecdote about our relationship in the homily at our marriage mass.

You can do the same thing. If you can tie the funny anecdote to a major theme about service, dedication, commitment to excellence or whatever it is you want to highlight about the career. Remember you want to have a story - tie the anecdote, career milestones, memorable events into a common theme - show how family ties into this (rear guard support, active involvement in career, how sailor is dedicated to family just as he/she is dedicated to the Navy/service, church involvement, community involvement, etc. (if any)). Do not give the whole story; just tie them to the theme as exemplars. If PO1 wants to recite the whole story - then you speech will bolster this. As you bring up family (wife, kids, mom, dad, sister, brother whatever) know where they are in the audience and point them out (do not point at them). Have a concise conclusion that sums everything up and get to it. If you are not going to write the speech out, memorize your opening and closing so that you start and finish well.

Do not start with a joke unless it is the aforesaid anecdote. Make sure the anecdote will not offend generally or anyone in particular - i.e. avoid the bar hopping stories in port x - go for the professional stories.

Vmicheng: Once asked to speak, I usually conducted a little informal interview with the retiring fellow. Asked about some memories he had. Things like his first impressions on reporting to USS First Ship, memorable events there, special memories of promotions, PCS orders, foreign duty. World events he was involved in that are so antiseptically described in the history of assignments or bio in the program. Find proud (or infamous) family or professional moments over the course of a career, life-changing events. Ask about people who made a big or influential impression on the individual. I usually tried to paint a picture of the Navy and world events that existed when the individual began service just to set the stage. Sometimes that is quite eye-opening or dramatic due to the great difference in current conditions versus how things were then.

Since many of the attendees at the ceremony are NOT familiar with the conditions of military service, I tried to explain, in a little bit more poetic or dramatic form, what it is like to be part of a ship's crew or part of one of the little fraternities onboard we know as departments or divisions. I also described some of the unique challenges of his particular job (daily steam plant heat stress, stack cleaning, unusual maintenance, etc.). I always tried to impart some humor throughout, as retirement is a bittersweet moment, hopefully more sweet than bitter. **92shoe:** While I don't know of any formal guidelines, I have written several similar speeches, having served as a speechwriter and as an aide.

Some thoughts:

-Intro joke: Only do it if it feels natural. There is nothing less funny than a forced joke that is in there only because you feel like you had to have a joke. Also, if you have any question at all as to whether or not the joke would be appropriate, don't use it. Remember that the retirement ceremony will likely include friends and family who may not find humor in all the same things we do. That said, if it does feel natural, go with it.

-It sounds like you're honored to be speaking and are taking it seriously. Saying that, and explaining why in a few words (90 sec or less) is a great intro.

-You can't fully sum up 24 years in a 10-15 min speech, and no one really wants a speech much more than 15 mins. Instead of listing his Navy resume, you might try focusing on one or two key episodes and drawing from them the qualities that you most admire in your friend as an officer. If you're having trouble thinking of what those episodes might be, think back to when you first met him. What made an impression? How did your friendship form? What have you been through together? As Star recommended, comparing ship-types and other facts and figures (how many ships in the Navy, who was SECNAV, were beards authorized, etc) is another good way to put the span of 24 years into context without having to list every ship/duty station.

-If he has direct family (wife/kids) be sure to acknowledge them and their sacrifice, unless there is some family issue that would make doing so unusually awkward. This day is as much for them as it is for him, and they deserve to be honored and recognized.

-For the wrap-up, you might think about the one or two things you think the Navy will miss out on most with your friend out of uniform. State them as simply and directly as you can, thank him for everything he has done, and indicate how lucky his family is that they will now have those attributes full-time.

Some motherhood and apple pie on the mechanics:

-Practice the speech out loud. If there are phrases that seem awkward to you or that you trip over, find another way to say the same thing.

-Time yourself several times as you practice. Ideally, the speech should be about 8-12 minutes. If it's less than 5 or more than 15, you've missed the mark and need to re-work it.

-Have someone listen to you give it--ask specifically about how quickly you're speaking. Do you sound conversational, or like you're trying to give a speech?

Ideally, you'd like to sound natural without sounding casual. -Print out at least two copies. Fold one copy in half lengthwise and put it in your cover in case the other copy disappears.

-Number the pages in case it gets dropped and out of order.

Editor: Excellent thoughts. Here are some practical examples you can adapt, borrow and blend for your needs.

Ohswoisme - Speech Example #1: GOOD MORNING, I'M CERTAINLY HONORED TO OFFER BRIEF REMARKS TO BID FAREWELL TO SHIPMATE SAILOR BOB AND TO RECOGNIZE & HONOR 25 YEARS OF SERVICE TO OUR NATION AND OUR NAVY.

I WOULD ESPECIALLY LIKE TO THANK ALL OF YOU FOR TAKING TIME AWAY FROM A GREAT, YET FITTING, HOLIDAY ALSO BEING CELEBRATED TODAY.

FOR THOSE WONDERING WHAT I'M TALKING ABOUT, TODAY IS NATIONAL "TALK LIKE A PIRATE" DAY. SO AHOY MATIES, I'LL BE BRIEF SO WE CAN GET TO THE GROG SMARTLY, Y'ARRRR.

I'D LIKE TO START BY RECOGNIZING SOME OF THE MOST IMPORTANT PEOPLE IN BOB'S LIFE:

HIS DAUGHTER: NAME -- SHE CAME INTO HIS LIFE WHEN SHE WAS 2 YEARS OLD, SHE IS A SINGLE MOM (DAUGHTER NAME), ATTENDS JUNIOR COLLEGE AND WORKS HARD FOR SPRINT.

HIS SON: NAME ... HE IS IN 5TH GRADE, DOING VERY WELL IN SCHOOL AND IS THE TEAM CAPTAIN FOR HIS CLUB SOCCER TEAM.

NAMES, WE WANT YOU TO KNOW THAT WE UNDERSTAND THAT YOU SACRIFICED A LOT OF TIME WITH YOUR DAD, AND WE WANT YOU TO KNOW THAT WE APPRECIATE THAT SACRIFICE.

WE ALSO WANT YOU TO KNOW THAT WE ARE SO HAPPY THAT YOU ARE HERE TODAY. YOU CAN STAND PROUD WITH THIS AUDIENCE, THIS NATION AND OUR NAVY AS WE RECOGNIZE YOUR DAD. HE IS A

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GREAT NAVAL OFFICER, AND PART OF THE REASON HE'S BEEN ABLE TO DO THIS IS BECAUSE HE'S GOT GREAT KIDS. THANKS FOR BEING ALONGSIDE SUPPORTING HIM.

BOB'S PARENTS: BOB AND MRS BOB, I KNOW HOW TREMENDOUSLY PROUD YOU ARE OF YOUR SON, YOU HAVE EVERY RIGHT TO BE. YOU INSTILLED THE BASIC VALUES THAT HAVE MADE HIM A WONDERFUL CREDIT TO THIS INSTITUTION. THANK YOU VERY MUCH FOR SENDING US YOUR SON.

25 YEARS OF DOING ANYTHING IS AN ACCOMPLISHMENT. BUT SERVING 25 YEARS IN THE NAVY COMMANDS OUR RESPECT.

IT WAS 25 YEARS AGO A BLUE-COLLAR, CITY BOY FROM EAST LA RAISED HIS RIGHT HAND & SAID I'LL SUPPORT AND DEFEND THE CONSTITUTION OF THE UNITED STATES

STOP AND THINK FOR A MOMENT...LATE IN 1983 WHAT YOU WERE DOING? I WAS IN THE MIDDLE OF FRESHMAN YEAR OF COLLEGE.

AS I LOOK AROUND THIS ROOM....QUITE OBVIOUS...A FEW OF YOU WERE NOT EVEN BORN YET.

I OFFER THESE REFERENCE POINTS FOR THOSE WHO MAY NOT REMEMBER:

· PRESIDENT REAGAN ANNOUNCES HIS STRATEGIC DEFENSE INITIATIVE, TECHNOLOGY TO INTERCEPT BALLISTIC MISSILES; IT BECOMES KNOWN AS STAR WARS.

· SALLY RIDE BECOMES FIRST WOMAN IN SPACE.

 \cdot THE SOVIET UNION INVADES AFGHANISTAN.

TOP SONGS OF THE DAY WERE: "EVERY BREATH YOU TAKE"...THE POLICE, "FLASHDANCE – WHAT A FEELING"...IRENE CARA "BILLIE JEAN"...MICHAEL JACKSON

ON THE BIG SCREEN: RETURN OF THE JEDI TERMS OF ENDEARMENT

TRADING PLACES WERE THE TOP DRAWS

THE POPULAR SHOWS ON TV THAT YEAR WERE: DALLAS DYNASTY AND THE A-TEAM

IN SPORTS: AUSTRALIA WINS THE AMERICAS CUP, ENDING THE UNITED STATES' LONGEST WINNING STREAK IN SPORTS AT 132 YEARS. THE BALTIMORE ORIOLES WIN THE WORLD SERIES IN A SWEEP OF THE PHILLIES. AND THE 76ERS SWEEP THE LAKERS IN THE NBA FINALS.

IT WAS AGAINST THIS BACKDROP BOB EMBARKED ON HIS NAVAL CAREER. I WON'T MENTION ALL HIS DUTY STATIONS AS THEY'RE LISTED IN HIS BIOGRAPHY IN THE PROGRAM.

WHEN I LOOK BACK ON HIS 25 YEAR CAREER...A FEW THINGS REALLY STAND OUT TO ME.

MANY YEARS OF SEA-DUTY ON FIVE SHIPS. FOR THOSE WHO WEAR THE UNIFORM, I DON'T HAVE TO TELL YOU HOW CHALLENGING THESE ASSIGNMENTS CAN BE, BOTH PERSONALLY AND PROFESSIONALLY.

NEARING THE END OF HIS CAREER, BOB DEPLOYED TO IRAQ WITHOUT HIS SHIPMATES TO SERVE AS THE SOLE NAVAL REPRESENTATIVE TO AN ASSIGNMENT BOB VOLUNTEERED FOR. YET AGAIN SHOWING BOB'S DEDICATION TO OUR NATION AND NAVY.

MY INTRODUCTION TO BOB CAME WHEN I WAS A NEW DEPARTMENT HEAD AND BOB WAS A NEW DIVISION OFFICER. AFTER I STOPPED ASKING MYSELF, "WHAT'S A BOB?" I QUICKLY LEARNED HE HAD A TRULY IMPRESSIVE WORK ETHIC; IT MADE BOB SUCCESSFUL IN THE NAVY AND IS ALREADY SERVING HIM WELL IN THE CIVILIAN WORLD. HE DEFINITELY CONTRIBUTED TO MY PERSONAL SUCCESS AND HELPED MAKE COWPENS THE BEST SHIP EITHER OF US HAS SERVED IN.

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TO ME, BOB STANDS BEFORE US TODAY AS A SHINING EXAMPLE THAT WITH HARD WORK AND MOTIVATION, SOMEONE FROM HUMBLE ROOTS CAN ACHIEVE GREAT SUCCESS.

BOB, AS YOU CLOSE THIS CHAPTER IN YOUR LIFE AND BEGIN WRITING A NEW ONE, I'M SURE YOU HAVE MIXED EMOTIONS – SOME SADNESS, ENORMOUS PRIDE, A LITTLE APPREHENSION AND MUCH ANTICIPATION.

I WOULD URGE YOU TAKE A FEW MOMENTS, PROBABLY NOT TODAY, TO REFLECT ON THE PEOPLE/PLACES/AND EVENTS OF THE PAST 25 YEARS THAT HAVE HELPED SHAPE YOU INTO WHO YOU ARE TODAY. CONTINUE TO PASS YOUR EXPERIENCES ON TO THE YOUNGER GENERATIONS.

AS MAY PEOPLE RETIRE OR CHANGE DIRECTIONS IN THEIR LIFE...THEY OFTEN WONDER:

DID I MAKE A DIFFERENCE DID I PERFORM TO MY FULLEST

I'M PROUD TO REPRESENT BOB'S SHIPMATES AND BOSSES AND CAN EASILY SAY THE ANSWER TO BOTH QUESTIONS IS A RESOUNDING YES...

YOU TRULY MADE A DIFFERENCE AND YOU PERFORMED MAGNIFICENTLY

THE UNITES STATES NAVY IS A FAR STRONGER ORGANIZATION TODAY BECAUSE OF YOUR 25 YEARS OF SERVICE

FINALLY...ON BEHALF OF THE UNITED STATES NAVY, THANK YOU!!

AND YES THE SPEECH WAS GIVEN ON NATIONAL TALK LIKE A PIRATE DAY!!!



Thanks for that very nice introduction. Ladies and Gentlemen: We are here today to honor Chief Warrant Officer

XXXXXXX 24 years of service. For me, it's especially special for me because I have had the honor and privilege of working with XXX.

But to tell you the truth, when I was sitting at the computer, trying to think of what to say about XXX, my mind went blank. Does that tell you what kind of impression that XXX made on me? People always say very nice stuff about the retiree, but I'd rather be real. And this is my last opportunity to try and set him straight. So Let's get started!!!

Please don't think I'm here because I like him. I'm being paid very well. In fact, the check cleared this morning. So, with that in mind, let us Roast XXX on his accomplishments for his 24 years of "sometime' honorable service.

To begin with, Little XXX came into the Navy May 2nd of 1985. What else happened during that timeframe? Ronald Reagan, 73, takes oath for second term as 40th president. USSR leader Chernenko dies at 73 and is replaced by Mikhail Gorbachev, 54. Two Shi'ite Muslim gunmen capture TWA airliner with 133 aboard, P.L.O. terrorists hijack the Achille Lauro, Italian cruise ship; John Walker and son, Michael Walker, 22, are sentenced in Navy espionage case.

A show of hands is there anybody here that was born after 1985..... You lucked out there pal.

Wow, we can't believe that he made it thru BOOT CAMP, but having accomplished this amazing feat, XXX, who joined the Navy to travel the world, then proceeded across the street to NAVAL TRAINING CETNER GREAT LAKES and attended ET "A" or basic School. Again, somehow or another, our Little XXX was extremely lucky (or he probably cheated) and graduated anyway as a full-fledged ET. Thinking that our young XXX could actually make something of himself, the Navy decided to send him to Vallejo California for Ship's Inertial Navigation School. (BTW, that base is closed). And again, somehow or another he manages to scrape by and pass and is now up for his first set of real orders.

Being the good sailor that he was, and thinking he was in the Air Force, XXX tried everything he could, but he was unable to get out of sea duty and ultimately reported to USS KITTY HAWK CG-63. Yes we actually had non-nuclear carriers, but this to was decommissioned. See the pattern? DECOMM'd ships or closed bases! Man, are you old!

Somehow or another XXX survives his tour on the mighty Kitty Hawk, and XXX

decides he needs to be challenged. Now most of you would think that when I say challenged, you would think I mean work or Job. O contraire! The reason why XXX transferred to Allied Forces Southern Europe.; Or NATO; and for those of you that don't know, NATO stands for "Not at the Office", or "Never After Ten O'clock". Anyway, XXX transfers, but not for the job, but because of all the Intramural sports. And let me tell you, XXX took full advantage. XXX and I work in the Allied War headquarters, Proto as it was called. It was about ½ underground bunker that designed as a nuclear command and control alternate Headquarters. But to tell you the truth, I don't think I ever saw XXX there. I did however, see him at Carney Park (Our local sports and recreation park), ALL THE TIME...Softball, swimming, Soccer, mud wrestling, drinking beer, oops sorry, that was the softball which turned into mud wrestling...

Well I guess that XXX couldn't survive on sports alone, and by this time, I had made Chief and was moved down to the Navy Element on the main base at AFSOUTH in Naples as the Command Career Counselor. The reason I bring this up is to set the stage. My job there was to help and mentor the sailors to try to better their careers by picking the right set of orders for their career or if needed, try and get rid of some of the dead wood...see where I'm going here.

Anyway, one day I'm sitting in my office, enjoying a nice cup of Italian coffee when in comes young ET1 XXX Larkey and says and I quote, "Chief, I'm up for orders, but I don't want to go back to sea. I kinda like this softball and shore duty thing and that is what I want to do; Are there any openings anywhere in Europe for a Golf Course or a Gym manager somewhere?... Well, being the patient Chief that I was, I told XXX with as much empathy as I could muster, why yes XXX. The Navy has this thing called PRECOMM's and there you can do all of the sports you want!

Well, after a lot of counseling XXX decided to take orders to PRECOMMUNIT, USS FITZGERLD DDG-63 and off he went to NAVAL STATION San Diego. Needless to say, he probably wasn't very happy with me when he found out what it really was!

Well, while onboard, I guess the stars aligned, an exorcism was performed, holy water was sprinkled, and still, somehow, XXX is promoted to Chief. As this point, I was looking at getting out. Because if they make this guy a Chief, this is not the Navy I want to belong too!!!

Well, after spending 3 years onboard, XXX decides it time to put his Chiefly-ness

to work. XXX transfer to AEGIS Training and Readiness Center Det Yoko. He thinks he's going to shore duty but they forgot to tell him that he will be riding ships, a lot of ships. Man, no softball again...jeez what is the Navy thinking. Well, surviving that tour (XXX is good at masking his true abilities), XXX decides to stay in Yoko and head over to USS COWPENS as the CE LCPO. Well, I am truly baffled at this next event. I'm thinking to myself, we're all the members on the board drunk, hung over, demented, paid off, or no other packages submitted? They had to be because somehow or another, XXX, gets selected for Chief Warrant Officer. By now, the word filters down to me where I am stationed here at NCTAMS at N5 (where XXX is now, how's that for irony), well, I guess it's time to put in my papers. XXX a Warrant. Man!

Well, Little XXX heads off to Knife and Fork school, I'm sorry, CWO/LDO indoc school. (BTW he failed etiquette class. He didn't know what a fork was). Somehow or another he made it out of there (how, we'll never know) and off he goes to San Diego to USS RONALD REAGAN. We all know that Carriers are really big ships, and that was perfect for XXX. Because he spent all of his time in the Gym, the library, and the dirty shit wardroom stuffing his face. In fact, when XXX was checking out in Apr of 2006, the CO and XO asked him who he was!!!

Well, it is now May of 2006, XXX finally arrives at his last duty station, where we are now at, NCTAMS PAC. And here is where XXX finally got caught. From what I understand, Capt Stewart was like a judge in a courtroom and he told XXX Retire or go to mast...so here we are!!!

Ok, I guess I've dogged you enough. Nice to see you still a good sport. XXX, all kidding aside, I can honestly say you are probably one of the best communicators I have had the honor and privilege to work with. You're a Warrant who truly looks out for his sailors, a resident expert, and a true friend to his shipmates. Your career has made a huge impact on sailors that you mentored both junior and senior alike for years to come.

Today is a sad day for the Navy in that we have to say farewell to this extremely talented sailor. But as with all of us that are Navy careerist, there is a time that we are ready for that new challenge. And XXX, that is where you are at today.

I am very humbled and honored that you asked me to be your guest speaker. I consider you a shipmate, but more importantly, I consider you a good, good, friend. May god give blessings to you on your new journey that you are about to embarked upon.

To take a line from the movie Armageddon, I know you will succeed in the civilian world because you don't know how to fail. Fair winds and following seas shipmate! Thank you!

* Anathema – Example Speech #3:

Friends and Family, fellow Sailors, ladies and gentlemen, good morning. It certainly is an honor for me to be able to be here today and join you on this special day. This is a momentous day in the tradition of the United States Naval Service and in the life of the ______ family. Thank you very much for inviting me to be a part of this event. Let's start with ______, this naval leader who is concluding a lifetime of distinguished service wearing the cloth of the nation as a member of the United States Navy.

Describe Member's Career...(Duty Stations, Position, dates and Impact) Add Personal Comments.

He has woven an impressive career into the rich fabric of our Navy's heritage. ______, _____, he has served his country, with honor, courage and commitment – exemplifying the very essence of our Navy. No one ever said spending a career in the Navy would be easy. But ______ has continually persevered. He has given his time, his talent, and his love for the Navy every day for 20 years. He has been a trusted friend and companion to all who have known him.

Now it is time for him to share that love with his family, especially his wife ______, and (son/daughter) _______, who are extremely excited to have him home for good. We owe you thanks as well. Missed birthdays, holidays, moving from place to place. These are the kinds of sacrifices that the children are part of, that we don't often talk about, and I just want you to know that this Dad understands a little bit what that was about. I want you to know that we understand that you did sacrifice, and we want you to know that we appreciate your sacrifice. We also want you to know that we are so happy that you are here today, so that you can stand proud with your Mom as this audience and this nation and our Navy recognizes your Dad. He is a great naval leader, and part of the reason he's been able to do this is because he's got great kids. Thanks for being alongside supporting him. I want to say something to Mom and Dad ______. I said earlier, it's so good to see you here, ______ and _____. I know, I just know, how tremendously proud you are of your son, ______. You have every right to be. At events like this, I often reflect on where we get men like this ... what it must have been like for Mom and Dad when

you sent ______ off to this place, many, many, many years ago ... _____ years ago ... and you gave him to our nation. I want to thank you for sending us your son. He has been a credit to you. You taught him what he's about. He has been a wonderful credit to this institution, and is a real credit to the two of you. Thank you very much for sending us your son. _____, your life will be different now, it will be easier – and rightfully so, for you have earned this moment, your family has definitely earned it. Their sacrifice during these _____ years was as equally important as yours. They are the backbone of a successful Navy career.

Now it's time for me to let this ceremony continue, and I want you to know that it has been high honor for me to serve alongside a person like you, an incredibly fine human being, a great and gifted and extraordinary individual. We in the Navy say farewell to you. We wish you and ______ and your family nothing but life's richest blessings, every happiness that can come your way, and we know that much success will be yours, as you open the book on the next chapter of your life. _____ and _____, fare winds and following seas, and Godspeed.

Editor: The contributors to this article are members of sailorbob.com.