



Divisional Leader



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Introduction

As a Divisional Leader (DL), you are responsible for keeping the base organized, informed, and active. You help share important updates, monitor activity, and guide members when needed to ensure everything runs smoothly. By supporting leadership and reinforcing standards, you contribute to maintaining a professional, structured, and engaged environment.



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Responsibilities

As a Divisional Leader u have several responsibilities to keep the base organised, informed and active.

These include:

- **Keep everyone in the loop by sharing important DEA updates through Divisional Leader channels**
- **Stay aware of base activity, stepping in to guide and support members whenever needed.**
- **Work alongside leadership by reinforcing rules and helping out during events.**
- **Set the standard for a professional, organized, and active base environment.**



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Announcements

Announcements should be clear, professional, and focused on relevant information, shared in an appropriate and timely manner. Avoid unnecessary or excessive messaging, and always follow established rules and expectations when communicating.

Announcements

DO's

- Use blue chat when making official announcements.
- Make announcements related to DEA operations only (for example: promotions, rules, or events).
- Keep messages clear, concise, and professional.
- Only call attention during high-traffic situations or important events.
- Space out announcements and avoid making several in a row.

DON'Ts

- Do not socialize while on duty.
- Do not mention specific usernames publicly.
- Do not make unrelated announcements without approval.
- Do not spam or flood the chat.
- Do not ignore base protocols or rules.



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Promotion Tasks & Tips

As a Divisional Leader, you can promote members up to Professional Management Assistant while ensuring they meet all required criteria. You are also eligible for your own promotion every 3.5 hours, and should follow these guidelines to maintain fairness and consistency.

Tasks

Before moving to the next division, you must complete the following:

- Make two announcements that follow the announcement rules.
- Submit your task in the Task Section on the portal.
- Tag @DLdirectorrate in the #request channel on Discord for review.

Task Tips

- **D**raft your announcements before posting them.
- Use blue chat and bold formatting to make your message stand out.
- Keep announcements clear, concise, and professional.
- Include full screenshots and chat logs when submitting your task.

