ROYAL CANADIAN AIR CADETS

PROFICIENCY LEVEL FIVE

INSTRUCTIONAL GUIDE

SECTION 3

EO C507.02 – IDENTIFY VOLUNTEER OPPORTUNITIES WITH THE AIR CADET LEAGUE OF CANADA (ACLC)

Total Time: 90 min

PREPARATION

PRE-LESSON INSTRUCTIONS

Resources needed for the delivery of this self-study package are listed in the lesson specification located in A-CR-CCP-805/PG-001, *Proficiency Level Five Qualification Standard and Plan*, Chapter 4. Specific uses for said resources are identified throughout the self-study guide within the section for which they are required.

Review the lesson content and become familiar with the material prior to facilitating this lesson.

Self-study packages are intended to be completed by the cadet independently. More information about self-study packages can be found in the foreword and preface.

No less than 14 days prior to the cadet attempting this self-study package, contact the ACLC Squadron Advisor to schedule a 30-minute meeting between an ACLC member and the Proficiency Level Five cadet.

Photocopy the self-study package located at Attachment A for the cadet.

Photocopy the answer key located at Attachment B but **do not** provide it to the cadet.

Photocopy the Speaker's Notes / Agenda located at Attachment C and provide it to the ACLC member prior to the meeting date.

PRE-LESSON ASSIGNMENT

Nil.

APPROACH

A self study was chosen for this lesson as it allows the cadet to examine in greater detail volunteer opportunities with the ACLC at their own learning pace. This encourages the cadet to become more self-reliant and independent by focusing on their own learning instead of learning directed by the instructor.

INTRODUCTION

REVIEW

Nil.

OBJECTIVES

By the end of this lesson the cadet shall have identified volunteer opportunities with the ACLC.

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IMPORTANCE

It is important for cadets to identify volunteer opportunities with the ACLC to become aware of their potential for meaningful involvement with the CCO after their cadet service concludes.

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SELF-STUDY PACKAGE INSTRUCTIONS

OBJECTIVE

The objective of this self-study package is to have the cadet identify volunteer opportunities with the ACLC.

RESOURCES

- Self-study package, and
- Pen / pencil.

ACTIVITY LAYOUT

Provide the cadet with a classroom or training area suitable to complete the self-study package.

ACTIVITY INSTRUCTIONS

1. Provide the cadet with a copy of the self-study package located at Attachment A and a pen / pencil.
2. Allow the cadet 60 minutes to complete Sections 1 and 2 of the self-study package.
3. Provide assistance as required to the cadet.
4. Have the cadet attend a 30-minute meeting with a member of the ACLC.
5. Collect the self-study package once the cadet has finished.
6. Correct the self-study package with the answer key located at Attachment B.
7. Provide feedback to the cadet and indicate whether or not they have completed the enabling objective (EO).
8. Return the completed self-study package to the cadet for their future reference.
9. Record the result in the cadet's logbook and Cadet Training Record.

SAFETY

Nil.

END OF LESSON CONFIRMATION

The cadet's completion of the self-study package will serve as the confirmation of this lesson.

CONCLUSION

HOMEWORK / READING / PRACTICE

Nil.

METHOD OF EVALUATION

Nil.

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CLOSING STATEMENT

It is important for you to identify volunteer opportunities with the ACLC to become aware of your potential for meaningful involvement with the CCO after your cadet service concludes.

INSTRUCTOR NOTES / REMARKS

The 30-minute meeting between the ACLC member and the Proficiency Level Five cadet should be scheduled for the third period of the training session in which the cadet is attempting this self-study package.

REFERENCES

A0-040 2005-113124 Vice-Chief of the Defence Staff. (2005). *Memorandum of understanding between the DND and the leagues*. Ottawa, ON: Department of National Defence.

C3-355 Air Cadet League of Canada. (2009). *Policy and procedure manual*. Retrieved February 9, 2010, from http://www.aircadetleague.com/common/documents/images/ppm/ppm2009-2008.pdf

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IDENTIFY VOLUNTEER OPPORTUNITIES WITH THE AIR CADET LEAGUE OF CANADA (ACLC)

SECTION 1: REVIEW THE RESPONSIBILITIES OF THE ACLC

SECTION 2: EXAMPLES OF SUPPORT PROVIDED BY THE ACLC TO AIR CADETS

SECTION 3: ATTEND A MEETING WITH A MEMBER OF THE ACLC

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SECTION 1

REVIEW THE RESPONSIBILITIES OF ACLC

ROLE OF THE ACLC

A role of the ACLC is to provide training, support and an organizational framework to the Squadron Sponsoring Committee (SSC), which is the group at the local level that fulfills the ACLC's responsibilities in supporting a squadron. This is accomplished by a member of the ACLC called the Squadron Advisor. An SSC is comprised of a chairperson, a vice-chair, a secretary, a treasurer and chairs of committees who oversee various activities of the committee such as, fundraising, recruiting, transportation, food services, public relations and special projects. The SSC chairperson is the liaison between the ACLC and the CO.

It is the role of the ACLC to ensure their responsibilities are carried out in accordance with the Memorandum of Understanding, for the proper and efficient delivery of the Cadet Program within Canada.



Look online at http://www.cadets.ca/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=53729 for more information on the Memorandum of Understanding.



The Air Cadet League of Canada can be abbreviated two ways: ACLC and ACL. The abbreviation ACL is used to avoid confusion within documents that also contain references to the Army Cadet League of Canada, which also uses the abbreviation ACLC.



Can you name your Squadron Advisor or any of the members of your SSC?

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RESPONSIBILITIES OF THE ACLC / SSC

The following represent the responsibilities of the ACLC / SSC.

Fundraising

Prior to the start of each training year, the squadron creates a plan as to what type of training in which they wish to participate and the support that will be required. Through a series of meetings between the SSC chairperson and the CO, a list of support requirements is drafted that outlines what funds are immediately available and what funds need to be raised. It is the responsibility of the SSC to organize fundraising activities in consultation with the CO.



What fundraising activities has your SSC sponsored for your squadron?

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Recruiting Cadets

The Cadet Program relies on a steady flow of new recruits every training year so that training can run smoothly. When recruitment is low, it creates a void of senior cadets in the future, causing instructor shortages. The SSC is responsible for organizing community campaigns to attract cadets to become members of the squadron.



What kind of recruiting campaigns would you suggest for your community?

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Recruiting Officers

It is the responsibility of the SSC to conduct local campaigns to attract potential candidates within the community to become members of the Cadet Instructors Cadre (CIC) and Civilian Instructors / Civilian Volunteers (CI / CV). This is based on the needs as confirmed by the CO of the squadron.

Screening Volunteers

The ACLC has a comprehensive screening program for volunteers that helps determine if a person is suitable to work with young people and in what capacity they could best serve. The ACLC has both a legal and moral obligation to provide an environment where the cadets can safely learn and grow.

The screening program features the following elements:

- a police records check,
- a Vulnerable Sector Screening (VSS),
- a local background check,
- a probationary period, including interviews and evaluations,
- a central repository for tracking volunteers working with cadets,
- photo identification for screened members,
- an identification verification system and safety guidelines for volunteer drivers,
- comprehensive harassment, abuse and cadet safety policies,
- the ability to share information with other youth organizations, and
- the requirement to be re-screened every five years.

To apply as a volunteer, an application form must be completed and a photograph supplied to produce a Volunteer Identification Card. The volunteer is briefed on the Harassment and Abuse Policy, the Drug and Alcohol Policy and the Cadet Safety Policy. Completed applications are processed by the Provincial / Territorial Office and stored in accordance with the Information Protection and Privacy Policy. As a final check, applications are sent to the National Office who checks if the volunteer has applied in other jurisdictions and if so, were any concerns raised. Once a volunteer is approved, they are sent their Volunteer Identification Card in the mail. Declined volunteers are notified by letter.

Providing Adequate Office and Training Facilities

The SSC is responsible for providing adequate office and training facilities, where they are not provided by DND. This includes providing insurance as necessary.

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Participating in Selection Boards for Senior Cadet Rank Appointments

Prior to promoting a cadet to the rank of Warrant Officer Class 2 (WO2) or higher, the CO shall conduct a merit review board. It is the mandate of a merit review board to make recommendations to the CO regarding the cadets deserving senior rank promotions and to prioritize potential candidates if required. The ACLC / SSC provides a board member to participate in the merit review board. The final decision for any cadet rank promotion rests with the CO.

Participating in Selections for Air Cadet Summer Training / Exchanges

The SSC is responsible for cooperating with the squadron's CO to encourage cadets' participation in summer courses and exchanges. They also participate in the selection process, in accordance with the Memorandum of Understanding.



Did you know?

The ACLC conducts the provincial selection boards for scholarship courses and international exchanges.

Participating in Selections for Honours and Awards

The SSC is responsible for participating in the joint selection process for honours and awards from the league and in initiating the selection process for ACLC-specific awards.



***Activate Your Brain #1*:**

What is the role of the ACLC / SSC?

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***Activate Your Brain #2*:**

Why must the ACLC screen all volunteers?

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***Activate Your Brain #3*:**

What does the ACLC / SSC member provide during a merit review board?

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***Activate Your Brain #4*:**

Who initiates the selection process for ACLC-specific awards and recognition?

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SECTION 2

EXAMPLES OF SUPPORT PROVIDED BY THE ACLC TO AIR CADETS

NATIONAL EFFECTIVE SPEAKING COMPETITION (NES)

The NES for air cadets is an annual Competition. Competitions are held at the zone, provincial / territorial, and national levels. The final national phase of the Competition is held in conjunction with the Annual General Meeting of the ACLC.

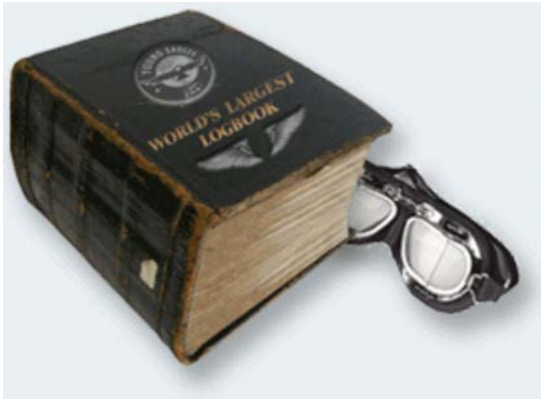


Did you know?

WestJet, as an official sponsor of the NES, donates the flight to the competition for each provincial / territorial winner and one parent / escort.

YOUNG EAGLES PROGRAM

The Young Eagles Program was started by the Experimental Aircraft Association (EAA) to promote the discovery of flight among young people. Under the program, each young person who takes a familiarization flight receives a certificate and is registered as a Young Eagle in the World's Largest Logbook in the EAA Museum in Oshkosh, Wisconsin. The ACLC has joined in partnership with the EAA to involve those cadets participating in squadron glider familiarization flights in the Young Eagles Program.



Note. From "Young Eagles" by Experimental Aircraft Association, Inc., 2010, World's Largest Logbook. Copyright 2010 by Experimental Aircraft Association, Inc. Retrieved February 18, 2010 from http://www.youngeagles.org/logbook/

Figure A-1 World's Largest Logbook



Is your name in the World's Largest Logbook?

HONOURS AND AWARDS

The ACLC is proud to recognize the contributions that cadets make to their local communities. The following is an overview of the various national awards offered to members of the Air Cadet Program.

Cadet Award for Bravery. Awarded by the Canadian Forces to cadets who perform outstanding deeds of valour which involve risking their own lives in saving the lives or property of others. The award is in the form of

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a medal to be worn on the left breast of the uniform. The CO initiates the recommendation, which is forwarded through all three levels of the ACLC where the Executive Committee forwards it to Canadian Cadet Movement National Honours and Awards Committee. Final approval is made by the Chief of Defence Staff (CDS).



Note. From "Wikimedia", 2010, Cadet Award for Bravery. Retrieved February 18, 2010, from http://en.wikipedia.org/wiki/File:Cadet_Medal_for_Bravery.jpg

Figure A-2 Cadet Award for Bravery

ACLC Air Cadet Service Medal. This award recognizes continuous cadet service of at least four years by deserving cadets. The award is in the form of a medal to be worn on the right breast of the uniform.



Note. From "Wikimedia", 2010, Air Cadet Service Medal. Retrieved February 18, 2010, from http://en.wikipedia.org/wiki/File:Royal_Canadian_Air_Cadet_Long_Service_Medal.jpg

Figure A-3 ACLC Air Cadet Service Medal

Cadet Certificate of Commendation. This certificate is awarded by the Canadian Forces to cadets who perform outstanding gallantry in saving lives or property of others. It is a small silver pin worn on the right breast pocket of the jacket and the shirt. The CO initiates the recommendation which is forwarded through all three levels of the ACLC where the Executive Committee forwards it to Canadian Cadet Movement National Honours and Awards Committee. Final approval is made by the CDS.



Note. Created by Director Cadets 3, 2010, Ottawa, ON: Department of National Defence.

Figure A-4 Cadet Certificate of Commendation

Annual Music Awards for Excellence. These awards (ACLC gold watches) are presented annually to the top musician in each of the pipes and drums and military band categories.

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Royal Canadian Legion Air Cadet of the Year Award. The Royal Canadian Legion (RCL) Air Cadet of the Year Award is selected annually by the ACLC on behalf of the RCL. At the invitation of the RCL, the RCL Air Cadet of the Year is invited by the RCL to act as the youth representative for the annual National Remembrance Day Ceremony held in Ottawa. The cadet is a member of the Vice-Regal Party (along with the RCL Army and Sea Cadet of the Year) for the National Remembrance Day Ceremonies. The cadet accompanies the Vice-Regal party during the ceremonies and assists with laying wreaths. The cadet also receives the Royal Canadian Legion Medal of Excellence, a $500 bursary and participates in other ceremonies, events and visits while in Ottawa.

The Colonel Robert Perron Fitness Award. This award recognizes outstanding achievement in physical fitness and is presented annually to the cadet who attains the highest physical fitness test score. Sea, Army, and Air Cadets are eligible to apply for this Award.

Effective Speaking Competition Pins

Participants at each level are awarded a pin: bronze at the zone level, silver at the provincial / territorial level, and gold at the national level.



Note. From "Air Cadet League of Canada", 2010, Catalogue. Retrieved February 18, 2010, from http://www.aircadetleague.com/en/webstore/tryagain/trophy1.html

Figure A-5 Effective Speaking Competition Pins

Continuation Flying Awards and Power Familiarization Pilot Upgrade Scholarship

The Air Cadet League of Canada routinely pursues partnerships with various aviation and aerospace industry partners in Canada. These partners periodically provide monetary support through the Air Cadet League of Canada to cadets in the form of Continuation Flying Awards and Power Familiarization Pilot Upgrade Scholarships. Recent contributors include:

- Air Canada Pilots Association (ACPA);
- Airline Pilots Association (ALPA);
- Air Transport Association of Canada (ATAC);
- CAE;
- Canadian Business Aviation Association (CBAA); and
- WestJet Pilots Association (WJPA).

Airport Operations Awards

The following awards are presented to candidates of the Advanced Aviation Technology Course – Airport Operations.

Canadian Airports Council (CAC). Two awards of $500 each are awarded to (1) the cadet who achieves the highest academic achievement and (2) the most improved cadet.

Aircraft Maintenance Awards

The following awards are presented to candidates of the Advanced Aviation Technology Course–Aircraft Maintenance.

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Canadian Aviation Maintenance Council. A $500 award to the cadet achieving the highest academic achievement on the course.

AVEOS Fleet Performance Inc. A $500 award to the most improved cadet on the course.

TRUST AWARDS

In addition to the industry-specific awards listed above, there are also related ACLC partner / trust aviation awards.

Pilot Training Achievement Awards. Awarded annually to cadets who have graduated from the Power Pilot Scholarship National Summer Training course. An amount of money, dependent on the bursary, is either given to the recipient or credited to a flight training centre in to cover the initial expenses for continuing to fly at the local flying club or flight training centre. The exact value / number of these awards, as well as the specific trusts involved, may vary from year to year depending on the trust funds available. These awards include:

- Air Force Association of Canada Awards: Twenty-five $300 awards,
- Commissionaire Frank Kobe Award: Twenty-four $300 awards,
- Irvin Erb / Virginia Mitchell Award: Two $1 000 awards (one each to the top male and the top female graduates),
- Sabre Pilots Association of the Air Division: Five $500 awards,
- Soaring Association of Canada: Six $300 awards,
- Terry Angus Memorial Award: One $300 award,
- Virginia Mitchell Awards: $300 awards,
- 99’s Canadian Award in Aviation (female pilot): Three $300 awards,
- 426 Thunderbird Squadron Association: $300 award,
- BC Ex-Airforce POW Trust Fund: One $300 award,
- Dodo Bird Club Trust Fund: Two $300 awards,
- Bomber Harris Trust Fund: One $300 award, and

Post-Secondary Scholarships

The following awards are open to all air cadets pursuing any field of study. The amount of the awards is determined annually, and it is dependent upon the earnings of the investment trusts donated by the Birchalls and Dales. The awards are normally in excess of $1000.

Leonard and Kathleen Birchall Scholarship. Air Commodore Leonard Birchall and Mrs. Kathleen Birchall have been long-time supporters of the Air Cadet Program. This support has been shown in many ways, most recently through an annual scholarship to be offered through the ACLC. This scholarship is awarded on the basis of secondary school achievements combined with outstanding performance as an air cadet and a community member. This award may be received only once by an individual. Applicants must be graduates of a secondary school (or equivalent) system from any province or territory in the year of application, with the intent of immediately starting full-time, post-secondary education. Applicants must also prove that they have been accepted at a post-secondary education institution, which will lead to a degree, diploma, or professional or technical qualification. The application deadline is May 1 of the entrance year.

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Did you know?

On April 4, 1942, Squadron Leader (equivalent to Major) Leonard Birchall was flying a Catalina flying boat patrolling over the Indian Ocean south of the island of Ceylon (now known as Sri Lanka). The crew spotted a large Japanese fleet heading for Ceylon which at the time was home for the Royal Navy's Eastern Fleet. The crew's radio message saved the fleet, but their flying boat was shot down, killing three. His actions earned him the title "Saviour of Ceylon".

Squadron Leader Birchall spent the rest of World War II as a prisoner of war (POW). Through his leadership, the Allied prisoner death rate at the camp where he spent over two years was less than 2% (average was 30%).

Air Commodore (equivalent to Brigadier General) Birchall, Commandant of Royal Military College, Kingston, Ontario, retired from the RCAF in 1967. He passed away on September 10, 2004 at the age of 89.



Note. From "York University" (2004). Y-file e-bulletin (September 30, 2004). Retrieved March 10, 2010 www.yorku.ca/yfile/archive/index.asp?Article=3382

Figure A-6 Squadron Leader Birchall



Note. From "York University" (2004). Y-file e-bulletin (September 30, 2004). Retrieved March 10, 2010 www.yorku.ca/yfile/archive/index.asp?Article=3382

Figure A-7 Air Commodore Birchall

Robert and Mary Dale Scholarship. Robert Dale served as National President of the ACLC from 1972–1973. Mr. Dale and his wife, Mary, set up an annual scholarship to be offered by the ACLC. This scholarship is awarded on the basis of secondary school achievements combined with outstanding performance as an air cadet. This award may be received only once by an individual. Applicants must be graduates of a secondary school (or equivalent) system from any province or territory in the year of application, with the intent of immediately starting full-time, post-secondary education. Applicants must also prove that they have been accepted at a post-secondary education institution, which will lead to a degree, diploma, or a professional or technical qualification. The application deadline is May 1 of the entrance year.

Look online at http://www.aircadetleague.com/en/infoforcadetsandsquadron/awards/ for more information on the application process for these scholarships.

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***Activate Your Brain #5*:**

What is the criteria for the awarding the ACLC Air Cadet Service Medal?

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***Activate Your Brain #6*:**

How is the Leonard and Kathleen Birchall Scholarship awarded?

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SECTION 3

ATTEND A MEETING WITH A MEMBER OF THE ACLC

BACKGROUND

As a Proficiency Level Five cadet, a mandatory transition phase of life is approaching in which cadet service will come to an end. Those cadets wishing to remain involved with the Cadet Program may do so in an adult role either as a member of the CIC or as an adult volunteer with the ACLC. The purpose of this meeting is to provide a participatory experience on a one-on-one basis with a member of the ACLC to explain the role of the volunteer and the current needs and opportunities at the local squadron.

At the completion of the meeting, the Proficiency Level Five cadet should have an awareness of the potential for meaningful involvement with the CCO after their cadet service concludes and have an appreciation for the range of volunteer activities available and the time commitments required for each.



Activate Your Brain

Think about the following two questions to be answered after the meeting:

(1) What volunteer activities are available with the ACLC after cadet service ends?

(2) What elements does the screening process feature?

Notes:

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Notes:

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***Activate Your Brain #7*:**

What volunteer activities are available with the ACLC after concluding your service in the Cadet Program?



***Activate Your Brain #8*:**

What elements does the screening process feature?



Congratulations, you have completed your self-study package on EO C507.02 (Identify Volunteer Opportunities with the Air Cadet League of Canada). Hand the completed package to the Training Officer / Proficiency Level Officer who will record your completion in your Proficiency Level Five logbook.

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SELF-STUDY PACKAGE ANSWER KEY



***Activate Your Brain #1*:**

What is the role of the ACLC / SSC?

To ensure responsibilities are carried out IAW the Memorandum of Understanding, for the proper and efficient delivery of the Cadet Program.



***Activate Your Brain #2*:**

Why must the ACLC screen all volunteers?

The ACLC has both a legal and moral obligation to provide an environment where cadets can safely learn and grow.



***Activate Your Brain #3*:**

What does the ACLC / SSC member provide during a merit review board?

Recommendations for the selection process to the CO.



***Activate Your Brain #4*:**

Who initiates the selection process for ACLC-specific awards and recognition?

The ACLC / SSC.



***Activate Your Brain #5*:**

What is the criteria for the awarding the ACLC Air Cadet Service Medal?

Be a deserving cadet with at least four years continuous cadet service.

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***Activate Your Brain #6*:**

How is the Leonard and Kathleen Birchall Scholarship awarded?

The scholarship is awarded on the basis of secondary school achievements combined with outstanding performance as an air cadet and a community member. This award may be received only once by an individual. Applicants must be graduates of a secondary school (or equivalent) system from any province or territory in the year of application, with the intent of immediately starting full-time, post-secondary education. Applicants must also prove that they have been accepted at a post-secondary education institution which will lead to a degree, diploma, or professional or technical qualification. The application deadline is May 1 of the entrance year.



***Activate Your Brain #7*:**

What volunteer activities are available with the ACLC after concluding your service in the Cadet Program?

Volunteer activities include:

- **enrolling as a member of the CIC;**
- **volunteering as a Civilian Instructor / Civilian Volunteer with the squadron;**
- **participating as an ACLC / SSC member;**
- **participating as a member of an SSC special teams (fundraising, Special Events Committee); and**
- **participating in any other ACLC / SSC-specific duties.**



***Activate Your Brain #8*:**

What elements does the screening process feature?

The screening process features:

- **a police records check,**
- **a VSS,**
- **a local background check,**
- **a probationary period, including interviews and evaluations,**
- **a central repository for tracking volunteers working with cadets,**
- **photo identification for screened members,**
- **an identification verification system and safety guidelines for volunteer drivers,**
- **comprehensive harassment, abuse and cadet safety policies,**
- **the ability to share information with other youth organizations, and**
- **the requirement to be re-screened every five years.**

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SPEAKER'S NOTES / AGENDA

Purpose

To provide a participatory experience for a Proficiency Level Five cadet on a one-on-one basis with a member of the ACLC to explain the role of the volunteer and the current needs and opportunities at the squadron.

Time

A maximum of 30 minutes will be allocated for the meeting.

Assumptions

Assumptions are outlined as follows:

1. Cadet participation will be voluntary and part of a fact-finding exercise included in Proficiency Level Five to broaden the cadet's awareness of options that become available when cadet service concludes.

2. The cadet is approaching a mandatory transition phase of their life regardless of whether or not continued involvement with the Cadet Program is to be part of it.

3. If there is to be continued involvement with the Cadet Program it will be in an adult role. Communication between the ACLC representative and the cadet will be conducted on an adult to adult basis to set an appropriate atmosphere and achieve the desired outcome of the meeting.

The Cadet Perspective

The desired outcome from the cadet's perspective should be:

1. To become aware of their potential for meaningful involvement with the CCO after their cadet service concludes.

2. To appreciate the range of volunteer activities available and the different amount of time commitment that may be required for each.

3. To understand the screening and registration process required of all adult volunteers in the cadet program.

The ACLC / SSC Perspective

The desired outcome from the ACLC perspective should be:

1. To describe and discuss with the cadet participant the options available at the squadron, the work involved with each, the competencies needed and the appropriate time required of the volunteer.

2. To illustrate the range and extent of involvement of volunteers at the squadron with sufficient detail to cover the main points of each position but tailored to what teams or positions are active or needed to enhance the ACLC / SSC operation.

3. Information on the mandatory screening and registration process.

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Meeting Agenda

Discussion Points:

1. Compare the different but complementary roles of the CO's team and the ACLC / SSC. Emphasize the complementary roles of the CIC and ACLC / SSC.

2. Review the guiding principles of the ACLC. Emphasize that a successful year for an ACLC / SSC generates increased resources for the CO to work with and thereby greater benefits and opportunities for the cadets.

3. Encourage the cadet to share some of their experiences, to include:

    a. summer training,

    b. leadership and instructional skills acquired, and

    c. school involvement where applicable.

4. Emphasize how these are of value to the ACLC / SSC.

5. Outline the varying degrees of involvement open to ACLC / SSC volunteers. The year-round involvement of the executive committee members can be compared to the monthly production of the squadron newsletter and to the intermittent activities other member teams.

6. Confirm with the cadet that they have the ability to select an area of involvement that is sufficiently flexible to meet their new routine after their cadet service ends.

7. Explore whether or not working with the ACLC / SSC for an interim period would be beneficial to them prior to joining the CO's team if that has already been agreed to by the CO.

8. Discuss the requirements and process for screening and registration and why this is given such a high priority.

9. Conclude the session with a discussion on what the participant sees as having been the biggest challenge and the greatest achievement so far as an air cadet.

Whether they stay involved or not, it is important the session concludes on a positive note with a projection for their future involvement with the Air Cadet Program. Whatever the future holds for them they will always be part of an exclusive alumni and their support and advocacy for the Air Cadet Program is the best advertisement possible.

Send an appropriate note to the CO confirming the completion of the meeting.

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