

COMMON TRAINING

PROFICIENCY LEVEL THREE

INSTRUCTIONAL GUIDE

SECTION 3

EO M307.03 – RECOGNIZE THE PARTNERSHIP BETWEEN THE AIR CADET LEAGUE OF CANADA (ACLC) AND DND

Total Time: 30 min

PREPARATION

PRE-LESSON INSTRUCTIONS

Resources needed for the delivery of this lesson are listed in the lesson specification located in A-CR-CCP-803/PG-001, Chapter 4. Specific uses for said resources are identified throughout the instructional guide within the TP for which they are required.

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

Photocopy handouts of Annexes D, E and F.

Create a slide of Annex F.

PRE-LESSON ASSIGNMENT

N/A.

APPROACH

An interactive lecture was chosen for this lesson to orient the cadet to the partnership between the ACLC and DND.

INTRODUCTION

REVIEW

N/A.

OBJECTIVES

By the end of this lesson the cadet shall have recognized the partnership between the ACLC and DND.

IMPORTANCE

It is important for cadets to recognize the partnership between the ACLC and DND as it will give the cadets knowledge of the dichotomy of the Air Cadet Program. This may allow them to better understand the organization and structure of the Air Cadet Program.

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Teaching point 1 **Describe the Three Levels of the ACLC**

Time: 5 min Method: Interactive Lecture

THE THREE LEVELS OF THE ACLC

There are three levels in organization of the ACLC:

- national,
- provincial, and
- local.

Each of the levels has its own area of responsibility and cooperates with DND at a comparable level.

National

The national level of the ACLC is a board of governors composed of 15 Canadians representing all provinces and territories. The board meets annually, choosing a president, vice-presidents, the executive committee, and other committees of importance. There is also an advisory board made up of past-presidents of the ACLC.

The Board of Governors maintains a full-time administrative headquarters in Ottawa, Ont. This office works closely with National Defence Headquarters (NDHQ) in providing year-round supervision and administration of the ACLC and the approximate 450 air cadet squadrons in Canada.

Provincial

There are 12 provincial committees, including:

- British Columbia,
- Alberta,
- Saskatchewan,
- Manitoba,
- Northwest Ontario,
- Ontario,
- Quebec,
- New Brunswick,
- Nova Scotia,
- Prince Edward Island,
- Newfoundland and Labrador, and
- the Northern Territories.

The committees are comprised of all local Sponsoring Committee Chairpersons, plus others that may be elected, such as prominent local citizens. Provincial committees supervise the activities of all air cadet squadrons in their respective areas and are financed by public fundraising and the support of their member squadrons.

The provincial committees also assist squadrons through sponsored activities such as intra-provincial sports and drill competitions. The provincial committees own all gliders, tow aircraft, winches, and vehicles used in support of air cadet glider pilot training and glider familiarization flying activities.

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The provincial committees work with the respective Region Cadet Support Unit (RCSU) to provide supervision and assistance to squadrons within their area.

Local

Air cadet squadrons are supported through various organizations which provide volunteers, financial contributions, extra activities, and material assistance. Three distinct groups may provide this support:

- sponsor,
- sponsoring committee, and
- supporter.



Distribute the handout located at Annex D detailing the squadron's sponsor, sponsoring committee, and any known supporters. Supporters may be anonymous, so not all supporters may be known to the squadron.

The sponsor may be a club (Royal Canadian Legion or Rotary Club of Canada), an association (Air Force Association of Canada), or a group of interested people (parents committee). The sponsor is responsible for the creation of a sponsoring committee, which is the basic unit of the ACLC.

The sponsoring committee has many responsibilities to fulfill at the squadron, which include but are not limited to:

- providing training aids and equipment not provided by DND;
- arranging recreational activities for the cadets;
- providing transportation when not provided by DND; and
- providing input to cadets' applications for summer training.

The squadron may also receive support from other organizations and individuals not associated with the sponsoring committee. These are recognized as supporters of the squadron, and usually provide assistance through periodic financial donations.

CONFIRMATION OF TEACHING POINT 1

QUESTIONS

Q1. Identify the three levels of the ACLC.

Q2. Provide an example of an association which would sponsor an air cadet squadron.

Q3. What is a supporter?

ANTICIPATED ANSWERS

A1. National, provincial, and local.

A2. Air Force Association of Canada.

A3. Organizations or individuals not associated with the sponsoring committee who provide support to the squadron.

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Teaching point 2 **Discuss the Role of the ACLC**

Time: 10 min Method: Interactive Lecture

ROLE OF THE ACLC

The members of the ACLC perform many roles in support of air cadet squadrons. Two roles that are performed which directly affect the cadets, include:

- selecting scholarship recipients; and
- selecting cadets for national summer training courses.

Selecting Scholarship Recipients

The ACLC offers several scholarships and bursaries at the national level for air cadets, to include:

- **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 1st of the entrance year.
- **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 1st of the entrance year.
- **Pilot Training Achievement Awards.** Awarded annually to cadets who have graduated from the Power Pilot Scholarship national summer training course. An amount of money, dependant on the bursary, is either given to the recipient or credited to a flight training centre in order to cover the initial expenses for continuing to fly at the local flying club or flight training centre. These awards include:
  - Air Force Association of Canada Awards: Twenty-five $300 awards,
  - Virginia Mitchell Awards: $300 awards,
  - 426 Thunderbird Squadron Association: $300 award,
  - Sabre Pilots Association of the Air Division: Three $300 awards,
  - Air Transport Association of Canada: Two $500 awards,
  - John Kerr Memorial Award: $300 award,
  - Commissionaire Frank Kobe Award: $300 award,
  - 99’s Canadian Aviation Award: $300 awards,
  - Terry Angus Memorial Award: $300 awards, and

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- LCol D.V. (Bud) Crandell Award: $300 award.

- **Canadian Business Aviation Association (CBAA) Power Scholarship.** Awarded annually to the top overall applicant for the Power Pilot Scholarship from the province in which the CBAA is holding its annual general meeting. The recipient is sponsored by the CBAA allowing DND to send one more cadet each year.
- **CAE Power Scholarship.** Awarded annually to the top overall applicant for the Power Pilot Scholarship. The scholarship rotates among the provinces in which CAE has its training centres on an annual basis. The recipient is sponsored by CAE allowing DND to send one more cadet each year.
- **Air Line Pilots Association (ALPA) Power Scholarship.** Awarded annually to the top overall national applicant for the Power Pilot Scholarship. The recipients are sponsored on their scholarship by ALPA, allowing DND to send one more cadet each year.
- **Irvin Erb/Virginia Mitchell Awards for the Top Power Pilots in Canada.** Awarded annually to the male and female cadet who achieve the highest overall score on the Power Pilot Scholarship. Each recipient receives $1 000 towards further flight training.
- **Annual Music Awards for Excellence.** Awarded annually to the top musician in each of the pipes and drums and military band categories.



Distribute the handout located at Annex E detailing the national summer training courses to each cadet.

Selecting Cadets for National Summer Training Courses

The ACLC is involved in selecting cadets for the national summer training courses offered through the Air Cadet Program. This takes the form of a review board, where members will review applications and interview applicants. Not all courses will have the same selection process. The national summer training courses that the ACLC may select candidates for include:

- International Air Cadet Exchange (IACE),
- Power Pilot Scholarship (PPS),
- Glider Pilot Scholarship (GPS),
- Senior Leaders Course (SLC),
- Fitness and Sports Instructor Course (FSIC),
- Survival Instructor Course (SIC),
- Advanced Aerospace Course (AASC),
- Advanced Aviation Technology–Aircraft Manufacturing and Maintenance (AATC–AM),
- Advanced Aviation Technology–Airport Operations (AATC–AO), and
- Oshkosh Trip (OT).

CONFIRMATION OF TEACHING POINT 2

QUESTIONS

Q1. What is the Leonard and Kathleen Birchall scholarship awarded in recognition of?

Q2. What is the purpose of the Pilot Training Achievement Awards?

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Q3. In what way are members of the ACLC involved in the selection of cadets for national summer training courses?

ANTICIPATED ANSWERS

A1. This scholarship is awarded on the basis of secondary school achievements combined with outstanding performance as an air cadet and community member.

A2. To help graduates of the Power Pilot Scholarship national summer course cover initial expenses for continuing to fly at their local flying club or flight training centre.

A3. A review board, where members will review applications and interview applicants.

Teaching point 3 **Identify the Responsibilities of the ACLC**

Time: 5 min Method: Interactive Lecture

RESPONSIBILITIES OF THE ACLC

The ACLC has a partnership with DND. The responsibilities of delivering the Air Cadet Program are divided between these two partners.



Where possible, provide examples where the cadets may have seen the results of the list below.



Distribute the handout located at Annex F detailing the responsibilities of the ACLC and DND to each cadet.

The ACLC and its members at all three levels have the following responsibilities:

- making recommendations for the formation or disbandment of squadrons;
- providing financial support to squadrons as required;
- supervising squadron sponsoring committees;
- overseeing, in cooperation with DND, the effective operation of air cadet squadrons and their sponsoring committees;
- administering trust accounts set up for awards to outstanding cadets;
- identifying and providing other appropriate awards to recognize commendable cadets' and volunteers' performances; and
- participating in the cadet selection process for national courses and exchange programs.

CONFIRMATION OF TEACHING POINT 3

QUESTIONS

Q1. Identify three responsibilities of the ACLC.

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ANTICIPATED ANSWERS

A1. The answer may be any three of the following:

- making recommendations for the formation or disbandment of squadrons;
- providing financial support to squadrons as required;
- supervising squadron sponsoring committees;
- overseeing, in cooperation with DND, the effective operation of air cadet squadrons and their sponsoring committees;
- administering trust accounts set up for awards to outstanding cadets;
- identifying and providing other appropriate awards to recognize commendable cadets' and volunteers' performances; and
- participating in the cadet selection process for national courses and exchange programs.

Teaching point 4 **Identify the Responsibilities of DND**

Time: 5 min Method: Interactive Lecture

RESPONSIBILITIES OF DND

DND has a partnership with the ACLC. The responsibilities of delivering the Air Cadet Program are divided between these two partners.



Where possible, provide examples of where the cadets may have seen the results of the list below.

DND and its representatives are responsible for providing the following:

- supervision and administration of cadet squadrons;
- materiel to squadron IAW the scale of issue;
- training, pay and allowances for Cadet Instructor Cadre (CIC) officers;
- funds for payment of annual funding allocations (operation and maintenance) and training bonuses;
- transportation for directed training;
- facilities and staff for cadet summer training centres (CSTCs);
- syllabi and training aids;
- medical care as authorized by regulations;
- liaison with cadet squadrons;
- officers or appropriate civilians for annual ceremonial reviews; and
- policy regarding CIC officers, civilian instructors, and cadets.

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ACTIVITY

OBJECTIVE

The objective of this activity is to match the responsibilities with either the ACLC or DND as applicable.

RESOURCES

- Whiteboard,
- Tape, and
- Cue cards.

ACTIVITY LAYOUT

Desks that all face the whiteboard.

ACTIVITY INSTRUCTIONS

1. Divide the whiteboard into two halves.
2. Label one half as “Responsibilities of the ACLC” and the other half as “Responsibilities of DND”.
3. Distribute one cue card, in random order, to each cadet until the cards are all gone.
4. One at a time, have each cadet stand up, read their card, and then place it on the board under the appropriate heading.
5. Correct as required.

CONFIRMATION OF TEACHING POINT 4

The cadets’ participation in the activity will serve as the confirmation of this TP.

END OF LESSON CONFIRMATION

The cadets’ participation in the matching activity will serve as the confirmation of this lesson.

CONCLUSION

HOMEWORK/READING/PRACTICE

N/A.

METHOD OF EVALUATION

N/A.

CLOSING STATEMENT

The ACLC and DND have large roles to play in the support of a squadron. Most cadets do not see the efforts put forth by members of these two organizations beyond the staff and volunteers who regularly work with them. Recognizing the partnership of the ACLC and DND will provide the cadets with a new perspective on the operation of a squadron.

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INSTRUCTOR NOTES/REMARKS

It is recommended that this EO be scheduled early in the training year and prior to the national course and scholarship selection boards.

REFERENCES

C3-247 Air Cadet League of Canada. (2008). *Policy and Procedures Manual*. Retrieved February 13, 2008, from www.aircadetleague.com/main.asp?language=english&flash=enabled&page=news_e.html.

C3-248 Air Cadet League of Canada. (2008). *Post-Secondary Scholarships*. Retrieved February 13, 2008, from www.aircadetleague.com/main.asp?language=english&flash=enabled&page=news_e.html .

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