ROYAL CANADIAN ARMY CADETS

RED STAR

INSTRUCTIONAL GUIDE

SECTION 3

EO M207.03 – RECOGNIZE THE ROLE AND RESPONSIBILITIES OF THE LOCAL SPONSOR

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-702/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.

Become familiar with the cadet corps local sponsor and sponsoring committee. Be prepared to give examples of what the sponsor does for the cadet corps.

Contact members of the local sponsor and invite them to participate in this EO.

PRE-LESSON ASSIGNMENT

N/A.

APPROACH

An interactive lecture was chosen for this lesson to orient the cadets to the role and responsibilities of the local sponsor and to present basic material.

INTRODUCTION

REVIEW

N/A.

OBJECTIVES

By the end of this lesson the cadet shall recognize the role and responsibilities of the local sponsor.

IMPORTANCE

It is important for cadets to know the support structure of their cadet corps. Every cadet corps across Canada has a local sponsor who provides assistance to help complete training. For a cadet corps to run effectively, it needs a variety of support structures. A dependable and reliable sponsor is key to the success of a cadet corps and each cadet should be aware of their importance.

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Teaching point 1 **Define Sponsor and Sponsoring Committee**

Time: 15 min Method: Interactive Lecture



Provincial/territorial branches of the Army Cadet League may refer to the sponsoring committee as a different term (e.g. support committee). Ensure the cadets know who the cadet corps sponsor and sponsoring committee are.

Discuss the difference between a sponsor and a sponsoring committee.

SPONSOR VERSUS SPONSORING COMMITTEE

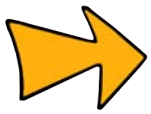
Sponsor. With respect to a cadet corps, the organization or persons accepted by or on behalf of the Chief of Defence Staff to undertake jointly with the Canadian Forces and the supervisory sponsor (the Army Cadet League), responsibility for the organization and administration of the cadet corps.

Sponsoring Committee. A working support committee that is a member of and supervised by the league and is comprised of persons who are approved, registered and screened in accordance with league policy to complete the functions required to support the corps. Sponsoring committees are normally comprised of representative(s) of the sponsor, parents, and other acceptable civilian parties from the community. They are sometimes called parents' committees or civilian committees; however, not every parents' committee is a sponsoring committee.



A cadet corps is required to have a sponsor. Sponsoring committees complement the support offered by the local sponsor. If there is no sponsoring committee, the league expects the sponsor to either form one or assume the responsibilities.

The sponsoring committee may be a large part of the cadet corps. There have been cases where the sponsoring committee has contributed more than the sponsor, so they applied to become the sponsor.



The following is a general structure of positions within the sponsor and the basic responsibilities corresponding to the positions. These positions may vary or terms may change from sponsor to sponsor.

Chairperson. The chairperson is the senior official in the sponsoring body and is responsible for all activities/functions. All members must keep chairperson informed of their activities and he/she in turn must keep the corps informed of activities within the sponsor.

Secretary. The secretary is responsible for maintaining all of the records and correspondence. During committee and general meetings, the secretary is responsible for recording the minutes.

Treasurer. The treasurer is responsible for maintaining all financial records and transactions. All expenditures should be recorded for purposes of budgeting and financial reporting.

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CONFIRMATION OF TEACHING POINT 1

QUESTIONS

Q1. What is a sponsor?

Q2. Who normally comprises a sponsoring committee?

Q3. Who is the cadet corps sponsor?

ANTICIPATED ANSWERS

A1. With respect to a cadet corps, the organization or persons accepted by or on behalf of the Chief of Defence Staff to undertake jointly with the Canadian Forces and the supervisory sponsor (The Army Cadet League), responsibility for the organization and administration of the cadet corps.

A2. Sponsoring committees are normally comprised of representative(s) of the sponsor, parents, and other acceptable civilian parties from the community.

A3. Answers will vary.

Teaching point 2 **Discuss the History of the sponsoring Committee**

Time: 5 min Method: Interactive Lecture

HISTORY OF THE SPONSORING COMMITTEE

As stated in Issue 11 of *Cadence: The Leadership Magazine of the Canadian Cadet Movement*, prior to the formation of The Army Cadet League of Canada on April 1, 1971, cadet corps were sponsored by Militia or Regular Force units affiliated with each corps. These regimental units wanted to provide youth with a unique opportunity to develop interdependence and personal character. The approach taken was firmly based on that unit's own history and traditions.

Cadet corps relied on their regiment for support and leadership. Parent involvement was unwanted and financial aid was infrequent.

With budget restrictions to the Canadian Forces, support became less available from the affiliated unit. In order to save corps, parents across Canada became involved by raising money and providing support.

When The Army Cadet League of Canada formed, a main area of concern was support to the cadet corps. The league set out to form structured sponsoring committees at each corps to add to the support that the local sponsor provided. These committees were community-based, consisting of parents, league members, members of military associations and volunteers. Originally, many commanding officers opposed these committees, but now appreciate the assistance. Today, these committees are a major source of support.

CONFIRMATION OF TEACHING POINT 2

QUESTIONS

Q1. When was the Army Cadet League of Canada formed?

Q2. Prior to the formation of The Army Cadet League of Canada, who sponsored cadet corps?

Q3. Who were the main people that helped to form the first sponsoring committees?

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ANTICIPATED ANSWERS

A1. The Army Cadet League was formed on April 1, 1971.

A2. Prior to The Army Cadet League of Canada, Militia or Regular Force units affiliated with each corps sponsored cadet corps.

A3. Parents, league members, members of military associations and volunteers were the main sources of support in forming these committees.

Teaching point 3 **Explain the Role and Responsibilities of the Local Sponsor**

Time: 5 min Method: Group Discussion



Discuss the role and responsibilities using corps-specific examples.

ROLE OF THE SPONSOR

It is the role of the sponsor to ensure responsibilities are met In accordance with the *Memorandum of Understanding*, for the proper and efficient delivery of the Cadet Program within Canada.

RESPONSIBILITIES OF THE SPONSOR

Fundraising

It is the responsibility of the sponsor to organize fundraising activities in consultation with the corps commanding officer (CO). Annual reports are to be produced by the sponsor when required by law.

Recruiting Cadets

It is the responsibility of the sponsor to organize local community campaigns to attract cadets to become members of the corps.

Attracting Officers to the Corps

It is the responsibility of the sponsor to conduct local campaigns to attract potential candidates within the community to become members of the Cadet Instructors Cadre (CIC) and civilian instructors (CIs). This is based on the needs confirmed by the CO of the corps.

Screening Volunteers

It is the responsibility of the sponsor to identify and conduct the screening process of potential volunteers. The sponsor is responsible for completing the process and providing these results to the league.

Providing Adequate Office and Training Facilities

The sponsor is responsible for providing adequate office and training facilities, where they are not provided by DND. This is to include insurance requirements, as necessary.

Participating in Senior Cadet Rank Appointments

The sponsor is responsible to assist with the selection process for senior cadets.

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Participating in Selections for CSTC/Exchanges

The sponsor is responsible for cooperating with the corps CO to promote summer courses and exchanges and to participate in the selection process accordingly, in accordance with the league and DND agreements and responsibilities.

Participating in Selections for Honours and Awards

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



The sponsor plays an important role in developing and maintaining positive community relationships with businesses, municipal government, local service clubs, and the affiliated unit.

CONFIRMATION OF TEACHING POINT 3

QUESTIONS

Q1. What role does the sponsor play in fundraising?

Q2. Who is responsible for recruiting CIC officers, CIs, and cadets to the corps?

Q3. Who is responsible for providing office and training facilities?

ANTICIPATED ANSWERS

A1. It is the responsibility of the sponsor to organize fundraising activities in consultation with the corps CO.

A2. The sponsor.

A3. The sponsor.

END OF LESSON CONFIRMATION

QUESTIONS

Q1. What is a sponsor?

Q2. What support does the sponsor provide the corps?

Q3. How does the sponsor assist the CO?

ANTICIPATED ANSWERS

A1. With respect to a cadet corps, the organization or persons accepted by or on behalf of the Chief of Defence Staff to undertake jointly with the Canadian Forces and the supervisory sponsor (the Army Cadet League), responsibility for the organization and administration of the cadet corps.

A2. Answers will vary.

A3. Answers will vary.

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CONCLUSION

HOMEWORK/READING/PRACTICE

N/A.

METHOD OF EVALUATION

N/A.

CLOSING STATEMENT

The sponsor of a cadet corps has a role and many responsibilities to fulfill, most importantly support and financial aid. Though they are not always seen, a dependable and reliable sponsor is key to the success of a cadet corps and each cadet should recognize their importance.

INSTRUCTOR NOTES/REMARKS

This lesson may be delivered by a member of the local sponsor.

REFERENCES

A0-040 2005-113124 D Cdts. (2005). *Memorandum of Understanding Between the DND and the Leagues*. Ottawa, ON: Department of National Defence.

A0-046 Scott, M (Ed.). (2003). Clarifying Civilian Roles in Cadet Corps and Squadrons. *Cadence: The Leadership Magazine of the Canadian Cadet Movement*, Issue 11, 30-32.

C2-063 Army Cadet League of Canada. (2007). *Army Cadet League of Canada*. Retrieved 9 March 2007, from http://www.armycadetleague.ca.

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