

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



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

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?

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?

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.

	<p>What kind of recruiting campaigns would you suggest for your community?</p> <hr/> <hr/>
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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.

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?



Activate Your Brain #2:

Why must the ACLC screen all volunteers?



Activate Your Brain #3:

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



Activate Your Brain #4:

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

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.

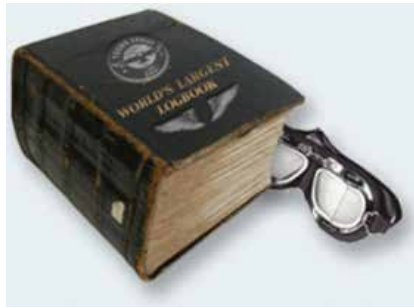


Figure A-1 World's Largest Logbook

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.young eagles.org/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 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).



Figure A-2 Cadet Award for Bravery

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

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.



Figure A-3 ACLC Air Cadet Service Medal

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

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.



Figure A-4 Cadet Certificate of Commendation

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

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

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 ACLIC 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.



Figure A-7 Effective Speaking Competition Pins

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

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.

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.



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.



Figure A-9 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-10 Air Commodore 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

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.



Activate Your Brain #5:

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



Activate Your Brain #6:

How is the Leonard and Kathleen Birchall Scholarship awarded?

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:



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.