

## 2018 NATIONAL CONFERENCE PRECONFERENCE SESSION DESCRIPTIONS

### **AEROSPACE EDUCATION PRECONFERENCE SESSIONS (AE)**

#### PACIFIC REGION AEO SCHOOL

Hosted by the Pacific Region, this AEO School will provide Aerospace Education Officers with a magnificent opportunity to hone their craft. A combination of classroom and hands-on sessions over this two-day school will help members to make aerospace more alive to their cadets and fellow seniors; as well as share best practices in aerospace program management. The link to register is <https://pacificregioncivilairpatrol.regfox.com/pacific-region-aerospace-education-officers-school-workshop>

NOTE: REGISTRATION AND PAYMENT FOR THIS PRECOURSE IS HANDLED BY PACIFIC REGION. A LINK TO THEIR REGISTRATION AND PAYMENT SITE WILL BE POSTED AS IT BECOMES AVAILABLE.

For more questions about this special event, please contact [ae@pcr.cap.gov](mailto:ae@pcr.cap.gov)

TEACHING TEAM: Lt Col Nick Ham and friends

DATES: Tuesday, 21 August and Wednesday, 22 August,

TIME: 0900-1600 both days

DURATION: 2 day course (must attend both days for credit)

### **CADET PROGRAMS PRECONFERENCE SESSIONS (CP)**

#### TRAINING LEADERS OF CADETS (TLC) SERIES

Newly redesigned, the TLC series of courses equips adult leaders with youth mentoring skills, policy knowledge and practical tools for implementing the CAP Cadet Program.

TLC "Basic" is open to all senior members and produces adult leaders who are prepared to contribute as Cadet Programs Officers of a squadron staff. Experienced Cadet Programs Officers will find the Basic Course useful as refresher training.

TLC "Intermediate" produces Cadet Programs Officers who are prepared to lead a squadron's Cadet Program. Participation is limited to seniors who have completed the Basic Course.

TLC "Advanced" produces Cadet Programs Officers who are equipped to serve on the Cadet Programs team at the group or wing level. Participation is limited to those seniors who have previously completed TLC "Intermediate."

TEACHING TEAM: Curt Lafond, Col Ned Lee, Lt Col Margarita Mesones, and Joanna Lee

DATE: Tuesday, 21 August – TLC Basic Course

Wednesday, 22 August – TLC Advanced Course

Thursday, 23 August – TLC Intermediate Course

TIME: 0800-1700

DURATION: Each course is one day, face-2-face. In addition, participants will need to complete about 45 minutes of web-based training (per course) prior to arrival.

## **DEVELOPMENT PRECONFERENCE SESSION (DV)**

### UNIT FUNDRAISING: BEST PRACTICES AND GUIDELINES

This session will examine a best practices approach to fundraising at the unit level. Designed for the fundraising beginner, attendees will leave with actual tools, ideas, and techniques. Learn how to build donor relationships and leverage your unit's strengths to get the money to fund your unit's initiatives. Attendees will leave with a Flash Drive" filled with helpful fundraising resources and a hard copy of the brand new "Guidelines & Procedures for Securing Funds" manual. The presenters are veteran CAP fundraisers and the authors of this manual. They will impart their years of experience and numerous success stories. Come with your questions and leave with the answers.

Who should attend: Commanders, Finance Officers, Public Affairs personnel and anyone who wants to raise money for their unit.

TEACHING TEAM: Development Staff

DATE: Thursday, 23 August

TIME: 0800-1600

DURATION: 1 class day

## **GOVERNMENT RELATIONS PRECONFERENCE SESSION (GVR)**

### GOVERNMENT RELATIONS -- THE ART AND SCIENCE

An introductory course for those interested in government relations at any level of CAP. This session teaches members how to be effective proponents of CAP's programs and how to interface with, educate and positively influence elected and appointed officials at all levels of government.

PRESENTER: Lt Col James Nova

DATE: Thursday, 23 August

TIME: 0800-1700

DURATION: 1 day course

## **INSPECTOR GENERAL PRECONFERENCE SESSIONS (IG)**

### INSPECTOR GENERAL SENIOR COURSE

Download the Inspector General Senior Course Flyer at <https://www.gocivilairpatrol.com/members/cap-national-hq/inspector-general/education-training/> for more information. This course has prerequisites which are identified on the IGSC Flyer. Completion of the IG Senior Course is a mandatory requirement for attending the Inspector General College and for achieving the Senior Rating in the Inspector General Specialty Track.

NOTE: REGISTRATION FOR THIS COURSE IS COMPLETED VIA A UNIQUE PROCESS. Students must register by contact Lt Col Les Manser, CAP/IGT, at [igt@cap.gov](mailto:igt@cap.gov). No charge for this precourse but prerequisites must be met (no waivers) and pre-registration with Lt Col Manser must be completed prior to attendance.

TEACHING TEAM: CAP IG Staff

DATES: Wednesday, 22 August and Thursday, 23 August

TIME: 0800-1700, both days

DURATION: 2 day course (must attend both days for credit)

## **OPERATIONS AND EMERGENCY SERVICES PRECONFERENCE SESSIONS (DO/ES)**

### **DO PRECONFERENCE**

This 1 ½ day session is being hosted by the National Operations Staff to foster sharing of ideas and lessons learned from across the country; while also developing solutions to issues impacting wings. This conference combines common briefings and focused sessions by functional area and critical topics. The annual Communications Managers' meeting will also take place Wednesday night and Thursday morning in conjunction with this pre-conference. This 1 ½ day preconference will also be streamed live online for members unable to attend.

All Wing and Region Directors of Operations, Directors of Emergency Services, Standardization and Evaluations Officers, Counterdrug Officers, Homeland Security Officers and Directors of Communications are invited to participate.

TEACHING TEAM: National Operations Staff

DATES: Wednesday, 22 August and Thursday, 23 August

TIME: 0800-1700 (Wednesday) and 0800-1200 (Thursday)

DURATION: One full day (Wednesday) and one half day (Thursday)

### **CESSNA G1000 GROUND SCHOOL**

Cessna instructors will provide the ground training portion of the Cessna FITS Accepted Training Program for the Cessna/Garmin G1000 integrated Cockpit System. Training will include:

1. A discussion of the components that make up the G1000 Integrated cockpit System
2. An overview of the flight instruments as displayed on the Primary Flight Display
3. An overview of the additional information available on the Multi Function Display
4. Practical techniques and principles for entering data into and navigating your way through the G1000 system
5. An introduction to the GFC700 Flight Director / Auto Pilot
6. An introduction to WAAS and its application to GPS approaches
7. A discussion of specific G1000 component failures and how they affect the operation of the system

Participants who successfully complete the training will receive a Cessna certificate and credit for the ground school portion of the G-1000 checkout.

TEACHING TEAM: Cessna Pilot Training Department from Independence, Kansas

DATE: Tuesday, 21 August

TIME: 0800-1700

DURATION: 1 day course

### **FEMA ICS/EOC INTERFACE COURSE**

This course provides an opportunity for emergency services and response personnel to develop an Incident Command System (ICS)/Emergency Operations Center (EOC) interface for support to their communities. The course reviews ICS and EOC characteristics, responsibilities and functions and depends heavily on activities and group discussions to formulate an interface.

TEACHING TEAM: TBA

DATE: Tuesday, 21 August

TIME: 0800-1700

DURATION: 1 day course

#### DAART USER COURSE

This course will provide both knowledge and hands orientation training for basic users of the Domestic Operations Awareness & Assessment Response Tool (DAART). DAART is one of the latest imagery collection tools being used by CAP across the country. This course will be great for personnel that have not had an opportunity to use these systems yet or as a refresher for those with limited experience. Note: This course will not qualify personnel as DAART operators as extensive air and ground sorties are not planned, but personnel should complete knowledge based requirements needed to qualify on site.

TEACHING TEAM: TBA

DATE: Thursday, 23 August

TIME: 1300-1700

DURATION: ½ class day

#### PROFESSIONAL DEVELOPMENT PRECONFERENCE SESSION

##### PREPARING FOR WING COMMAND

This fast-paced class will give those members preparing to apply for wing commander a little insight into the world of wing command. Students will learn about the scope of the wing commander's position and learn how to better prepare themselves for the process of becoming a wing commander before taking the flag. Students will also learn about areas of particular emphasis to a commander in his/her first few months. Members will hear from subject matter experts as well as current and former wing commanders who will share their special perspective. Lunch is provided as part of this precourse.

TEACHING TEAM: Col Rose Hunt, Col Curt Boehmer and friends

DATE: Wednesday, 22 August

TIME: 0800-1700

DURATION: 1 day course

#### PUBLIC AFFAIRS PRECONFERENCE SESSION

##### G291 – JOINT INFORMATION SYSTEM/JOINT INFORMATION CENTER PLANNING FOR TRIBAL, STATE AND LOCAL PUBLIC INFORMATION OFFICERS

This one-day course will outline the communications and support needed for different incidents and define the roles of the PIO within the Incident Command System. Open to current CAP members only.

TEACHING TEAM: Dr. Robert Ditch, EdD, CEM

DATE: Monday, 20 August

TIME: 0800-1700

DURATION: 1-day course

##### PAO ACADEMY IX

Need a one-stop resource to meet your needs as a PAO? PAO Academy IX has you covered. You will learn how Google ads can help you target market your messages, social media best practices, multimedia storytelling and tips on becoming a dynamic public speaker in your community. Want to

learn Instagram from a cadet who has one of the nation's largest unit accounts? Or, how one PAO is boosting social media reach and visibility by expanding the PA team to include cadet staff? If you do, PAO Academy IX is for you.

TEACHING TEAM: TBA

DATE: Tuesday, 21 August and Wednesday, 22 August

TIME: 0800-1700

DURATION: 2 day course

## **RECRUITING AND RETENTION PRECONFERENCE SESSION**

### **RECRUITING AND RETENTION BOOTCAMP**

Members at all echelons, from the squadron Recruiting Officer to the wing or region Director of Recruiting & Retention will benefit from this one-day bootcamp focusing on the "5 Ws and 1 H" of recruiting: "Who, What, When, Where, Why and How?" Find out ways to avoid "The Best Kept Secret"

Participants will learn about recruiting management, social media strategies, how every echelon must be engaged in getting interested and prospective members within the "maximum effective range of recruiting," and how to "close the deal" at the end of the day to maximize your efforts. Retention methodologies applied to recruiting will be explored, and participants will get a chance to try out their "elevator pitches."

TEACHING TEAM: Lt Col Darin Ninness

DATE: Thursday, 23 August

TIME: 0800-1700

DURATION: 1 day course