

TRAINING LEADERS *of* **CADETS**
BASIC COURSE
LESSON PLAN

3.3 Cadet Activities I

- VERSION:** April 2016 *please verify this is the latest version by visiting capmembers.com/TLC*
- DURATION:** 45 minutes approximately, and subtopic times shown in margins below are also approximate
- INSTRUCTOR:** Course director or a master-rated cadet programs officer is suggested
- KEY QUESTION:** How can cadets have fun outside the weekly squadron meetings?
- OBJECTIVES:**
1. Discuss CAP's expectations about the frequency of squadron-sponsored "Saturday" activities
 2. Describe several possible activities squadrons could host as "Saturday" events
 3. Describe the main wing-level "Saturday" activities available in your state
 4. Discuss the flying program's importance, its educational goals, funding, and local administrative procedures
 5. Identify basic activity management rules regarding activity authorization and publicity
- SIMPLE OUTLINE:**
1. Starter: Color Guard
 2. Program Expectations
 3. "Saturday" Opportunities
 4. Wing-Specific Programs
 5. Flying
 6. Authorizations & Publicity
 7. Final Thought
- CLASS ACTIVITIES:** Group discussions
- EQUIPMENT:** Butcher paper / easel pad with markers or a white board is highly recommended
- FOLLOW-ON LESSONS:** This lesson is "Cadet Activities I" and it focuses on squadron-level "Saturday" activities and flying. Instructors should use this class to focus exclusively on small-scale, day-long, local activities. In the TLC Intermediate Course and TLC Advanced Course, two follow-on lessons are provided, "Cadet Activities II" and "Cadet Activities III," respectively. Those lessons cover encampments, cadet competition, NCSAs, evaluating an activity's success, and other topics.



Welcome & Starter

3 min

Q1: Here's a photo from a Memorial Day parade. From a youth programs perspective, what do you see going on?



A1: *Answers may vary; a handful of different responses similar to what's shown below is what we're after.*

Fun self-explanatory

Learning flag protocol, drill, uniforms, etc.

Publicity this photo is from the *Washington Post*, so CAP got some good publicity; it's your "Saturday" activities that will get you in the local paper or on local TV

Community

Service an opportunity for cadets to give-back to their community

Recruiting seeing the cadets march by probably generated some recruiting buzz

Retention cool activities are what keep cadets coming back

In other words, if you look upon a photo like this with a broad mind, you'll see that "Saturday" activities are so important because that's where the program *engages in several goal areas simultaneously*.

If you were to ask a cadet to describe her favorite CAP memories or talk about the most enduring lessons she's learned, her responses will most likely relate to "Saturday" activities, not so much "Tuesday night" meetings.



Overview

1 min

The CAP Cadet Program is not only a "Tuesday night" experience. We've spent some time already talking about squadron meetings; this next lesson builds on that foundation but switches focus to the "Saturday" environment. We'll cover:

- Varieties of "Saturday" activities
- Activities specific to our wing
- How the cadet flying program works
- Guidelines relating to authorization and publicity

Throughout, there will be lots of opportunity to share best practices and "steal" good ideas from your sister squadrons.

Transition: We'll begin by identifying CAP's expectations regarding "Saturday" activities.

JANUARY	FEBRUARY	MARCH
1	1	1
APRIL	MAY	JUNE
1	1	1
JULY	AUGUST	SEPTEMBER
1	1	1
OCTOBER	NOVEMBER	DECEMBER
1	1	1

CAP's Expectations of Squadrons

2 min

We want you to offer at least one "Saturday" activity per month.

That expectation may seem daunting, so know that "Saturday" activities where a sister squadron hosts your cadets, or activities sponsored by the group or wing count toward that one-per-month goal.

This is not to say each cadet must participate in one "Saturday" activity per month, only that the squadron must host one or work with another unit such that cadets have at least one cool opportunity to look forward to each month.

In fact, the wing is expected to host at least one activity per quarter, so that eases the squadron's burden right there.

Transition: Okay, CAP wants our squadrons to host activities, but what kinds?



Ideas for "Saturday" Activities

10 min

This is the time to share ideas and brag a little about the neat activities your squadron does. First, let's just amass a list of possibilities, *so describe your idea in 25 words or less*. Later, we might come back to some of the more interesting items on our list and ask the respondent to share more information.

Use the white board and try to accumulate at least one dozen possible activities that squadrons can host themselves; don't dive into wing-level activities yet. Here are some possible ideas, in case your group is stumped:

Camping	Flying	Parades
Hiking	Airshows	Color guard at community event
Ground team training	Aviation museum	Flag burning service
Urban DF training	Aerospace factory tour	"Ironman" fitness activities
Radio operator training	Model Rocketry	Social event / cadet ball
First aid / CPR training	R/C aircraft	Leadership academies
Geocaching	CyberPatriot team	Drill competitions
Zip lines	Flight simulators	Public speaking

If you're managing your squadron well, you anticipate the types of activities you want to conduct in the coming year and express those intentions through your annual goals.

Transition: Our wing supports cadets and their squadrons by hosting weekend activities, too.



Wing-Sponsored Activities

10 min

This section of the lesson has no standardized content. Instead, it is your opportunity to describe weekend cadet activities or programs specific to your wing. The goal is to inform TLC participants of what opportunities are out there so they can steer cadets toward those activities and possibly get involved themselves on the senior staff. Be sure to explain how information about wing activities is communicated. Consider doing a "show and tell" using the wing calendar and/or wing cadet programs web page, or even a photo slide show.

Transition: The one activity we haven't yet discussed is the most popular one - flying - and we need to cover the details of that program in some depth.



Flying

10 min

Q1: Why is the flying program important?

A1: *Answers can vary; this is a warm-up question.*

Cadets join to fly, and flying is the activity that distinguishes the CAP Cadet Program from all other youth opportunities. A young person might join Junior ROTC, Young Marines, or Sea Cadets to experience a youth-scaled military environment. Or that young person might play sports or join Scouting for leadership and character development opportunities. Only CAP puts everything together and adds flying. Flying is what makes us unique.*

** True, it is possible to do some flying in the other organizations, but those opportunities are very rare, whereas flying is a big part of the Cadet Program.*

Expectations. CAP's goal is to provide a flight opportunity to each cadet within 180 days of their joining CAP, and to fly every cadet at least once per year. Obviously factors such as aircraft and pilot availability, budgets, weather, and the like affect that goal, but overall our organization believes that to honor our commitment to the cadets, we want to get them aloft within 6 months of joining.

Goals. Q2: What are the program's goals? What does the flying program aim to produce?

A2: *Answers may vary. Some high points to mention include:*

- "Safe, fun, educational" is the program motto
- Orientation flights are learning experiences, but they are not formal flight training
- Flights make the material cadets study in their textbooks real. If you're really managing the program well, the cadet studies and passes the test for a given *Aerospace Dimensions* module and shortly thereafter completes the flight syllabus keyed to that textbook module.

- Pure joy and excitement is a big part of the program. While we want cadets to learn academic principles of aerospace science, we also want to share with them the simple joy of flying. Perhaps a CAP flight will motivate a cadet to pursue an aviation-related career.
- Flying is a good activity for emphasizing the necessity of a drug-free, and pro-wellness lifestyle.

Funding. Fortunately, cadet orientation flights are free to the cadets. Pilots incur no expenses, only volunteering their time and expertise. For the past several years, CAP has not used all of its O-flight funding, and cadet flying will remain a budget priority for years to come. There are ample funds available to fly cadets.

Local Procedures. O-flight program responsibilities are shared by the squadron and the wing. The wing is responsible for developing the plan to bring pilots and aircraft into driving range of every squadron. The squadron is responsible for preparing the cadets (and parents), getting them to the airport, and managing them on the ground.

Describe your wing's practices. Have answers to the following questions ready.

- How frequently do cadets fly? Powered aircraft? Gliders?
- Which airports are used?
- Where's the schedule located?
- Who is the wing's o-flight coordinator?
- How do squadrons sign-up their cadets?
- What do cadets do as they wait their turn to fly?

Transition: We've shared a lot of good ideas about squadron-level and wing-level weekend activities. Before we wrap-up, let's take a more generic approach and discuss some basic rules governing all activities.



Authorization & Publicity

8 min

Q1: Authorization. Whose authorization is needed for a cadet activity to be held?

A1: The unit commander's. Every activity must be authorized by the unit commander or designee. In other words, a random senior member may not, on his own, schedule and conduct a cadet activity unless the commander is aware and approves. This principle should be familiar to you from cadet protection training.

Q2: Calendars. How about web calendars? What are the rules concerning activity announcements?

A2: First, activities are supposed to be scheduled at least 3 weeks in advance. Short-notice activities put cadets and parents in a bind, result in low participation, and are unlikely to be planned well. True, sometimes a short-notice opportunity arises, and that's okay once in a while, but most "Saturday" activities can be announced 3 weeks in advance. Second, for cadet protection purposes, activities are supposed to be listed on a web-based unit calendar, visible to cadets and their parents.

Q3: Parental Permission. How about permission slips? When are they needed?

A3: Your "Saturday" activities require a CAPF 32, signed by a parent or guardian. If the activity is outside your normal weekly meeting, the permission slip is required. Once the activity is over, you can discard the completed forms. The main purpose here should be fairly obvious: we want parents to know what their cadet is doing, where he'll be, who to contact if needed, etc.

Q4: High Adventure. Are intense, high-risk activities like rock climbing handled the same as low-risk activities like color guard training?

A4: CAP calls intense, high-risk activities "high adventure activities." HAAs have special rules and require prior authorization by the wing commander. If you're doing rappelling, rock climbing, firearms training, or anything more hazardous than a simple day hike or camp-out, you need to follow HAA protocols.

Q5: Publicity. Beyond the minimum requirements like a web calendar, what are some good ways to get the word out and generate excitement about upcoming activities?

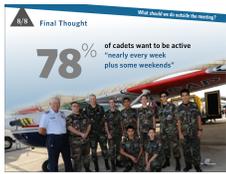
A5: Answers can vary, but at a minimum mention Facebook, unit website, email, oral announcements at the squadron meeting over multiple weeks.

Note on Scope of Lesson

There's no need to discuss HAA's in depth here. The goal is merely for the students to know that they can't take cadets rappelling or to the firing range, etc., without special permission.

The TLC Intermediate Course's Activities II lesson will cover HAA rules and procedures in depth.

Before concluding this section, invite participants to share any best practices about activity management in general.



Final Thought

1 min

A nation-wide survey of cadets showed that 78% of cadets say that in the coming year, they not only want to participate in most weekly squadron meetings, but to participate in one special activity per month.

Again, the best aspects of cadet life occur outside the weekly squadron meeting. Having some kind of special "Saturday" cadet activity once a month, every month, will help your squadron really flourish.