



CIVIL AIR PATROL

3.4

Compliance & Quality

TRAINING LEADERS *of* CADETS BASIC COURSE

Key
Processes

Commander's
Dashboard

Inspection
(SUI)

Quality Cadet
Unit Award

COMPLIANCE

OUTCOME METRICS

**We want our squadron to
be great.**

**How can we be sure
we're on track?**

Cadet Unit
Climate Review

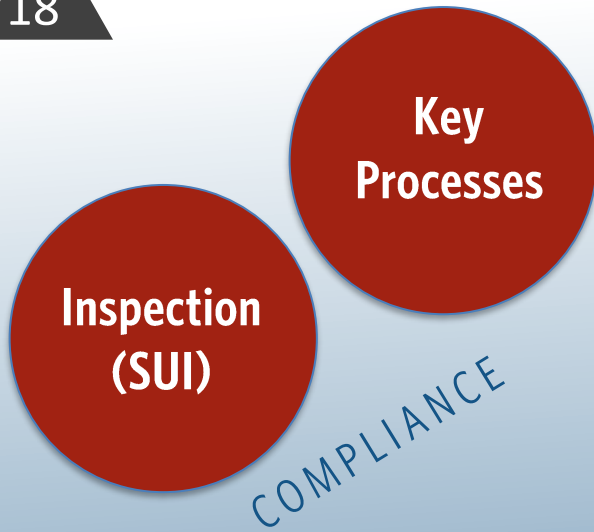
Annual
Goals

SELF-ASSESSMENT

PEER SUPPORT

Networking/
Observations

Best
Practices



**Are we following
the rules?**

Regulatory Language (CAPR 1-2)

Directive Publication – Regulations, supplements and operating instructions are directive publications. They prescribe actions necessary to meet the requirements of law or policy.

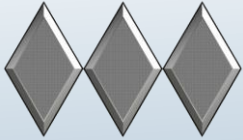
Shall, Shall Not, Will, Will Not, Must or Must Not – when used in a directive publication indicates a **mandatory** requirement, action, or procedure.

Should – indicates a non-mandatory but preferred method of accomplishment (nondirective).

May – indicates an acceptable or suggested means of accomplishment (nondirective).

Nondirective Publication - Pamphlets, certificates and visual aids are nondirective publications. These are supporting publications.

Key Processes



Cadet Protection



Adult Leadership



Annual Goals



Meeting Schedules



Activities Calendar



Weekend Activities



Internal & External Aerospace Program



Safety Briefings



Safety Day



Recruiting Campaign



Cadet & Parent Orientation



Attendance Roster

**How does our own team think
we're doing?**

**Cadet Unit
Climate Review**

**Annual
Goals**

SELF-ASSESSMENT

Annual Goals

SMART:

Specific

Measurable

Attainable

Realistic

Time-bound

Revisit quarterly

Use QCUA for ideas

Our Squadron's Goals for This Year

- Establish a color guard and participate in at least 3 community events
- Enable 10 cadets to earn the STEM Badge, including using a STEM Robotics Kit
- Recruit 10 new cadets using Cadet Great Start's open house / pipeline system

Cadet Unit Climate Review

A subjective self-assessment for leaders to complete to help evaluate of your squadron's culture and soft skills.

Civil Air Patrol Cadet Programs

CADET UNIT CLIMATE REVIEW

PURPOSE. This questionnaire helps leaders consider how well their squadron is implementing the CAP Cadet Program. It is completely subjective, encouraging leaders to examine local attitudes and policies.

INSTRUCTIONS. This self assessment should be completed using a team approach, consisting of cadet officers and seniors alike, with each individual completing the questionnaire on his or her own, and then coming together to discuss their findings as a group. Mark the bubble that corresponds with how you rate your squadron's performance in that area during the past 6 months.

EXCELLENT: We consistently display these traits and we are an excellent role model for other units.

GOOD: We display many of these traits, but not consistently. Overall, we are successful in this area.

MARGINAL: We occasionally display some of these traits, but it is easy to see a handful of deficiencies that are beginning to affect the cadets.

UNSATISFACTORY: We almost never display these traits. Our many deficiencies in this area require immediate attention.

PROFESSIONAL RESPONSIBILITIES

1. KNOWLEDGE. The squadron complies with all safety and cadet protection policies. Key staff are thoroughly familiar with cadet-related publications. Aerospace, leadership, and character development instructors are knowledgeable about their curricula.

EXCELLENT
GOOD
MARGINAL
UNSATISFACTORY

E G M U

2. PARENTS. The commander and key staff members know cadets' parents, and vice versa. Parents are kept abreast of news and events in a timely manner. A parents' committee or booster club is active. Some parents have decided to join CAP. The squadron invites parents to awards ceremonies and social events.

E G M U

LEADERSHIP ENVIRONMENT

3. MENTORING. Seniors have built a rapport with cadets, and therefore are successful in coaching and counseling them. Seniors motivate cadets to try new experiences and overcome challenges. The cadet staff is allowed to solve leadership problems on their own and to learn from their mistakes.

E G M U

4. TEAMWORK. The squadron functions as a team and displays esprit de corps. Cadets are motivated and help one another. Cadets and seniors follow through on their commitments. There are no cliques. The staff knows how their jobs contribute to the team. Cadets listen actively to seniors, and vice versa.

E G M U

ACTIVITIES

5. SUPPORT. Senior leaders attend weekly meetings regularly. Enough seniors make themselves available so that during one weekend each month, cadets may participate in a CAP activity. The squadron is well-rounded in that cadets have opportunities to experience the full range of cadet-related activities.

E G M U

6. PARTICIPATION. More than half of the cadets on the unit's roster participate actively on a regular basis. Membership rolls are high because the squadron works hard to retain cadets. The squadron is consistently well-represented at group and wing level cadet activities.

E G M U

CADET ADVANCEMENT

7. PROMOTIONS. Cadets are working hard to earn promotions. Records are kept up so there is no doubt about who is eligible for promotion. Cadets are promoted only when they have shown they are ready to accept increased responsibilities. Cadet officers prepare CAPF 50 evaluations on junior cadets.

E G M U

8. NEW CHALLENGES. When cadets are promoted, their responsibilities increase and the unit expects more from them. Cadets are assigned staff positions that are appropriate for their grade. Cadet staff members have been given guidelines on their roles and responsibilities.

E G M U

What works according to other knowledgeable people?

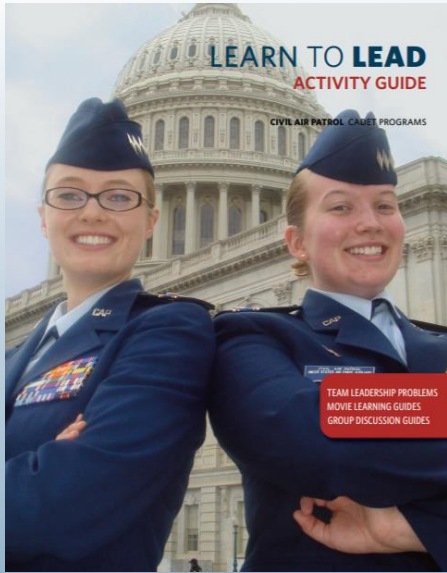


Sources to Consider

- Group/Wing Cadet Programs Staff
- Network with other squadron leaders
- NHQ-sponsored Webinars
- CAP Conferences
- Training Leaders of Cadets – Intermediate Course
- CAP Pamphlets & Cadet Library



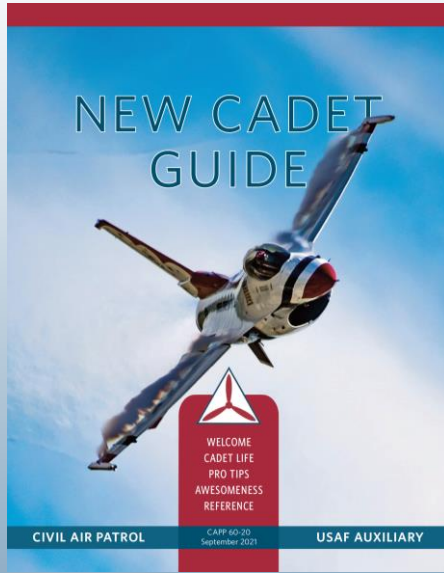
**Make this your next
course**



LEARN TO LEAD
ACTIVITY GUIDE

CIVIL AIR PATROL CADET PROGRAMS

TEAM LEADERSHIP PROBLEMS
MOVIE LEARNING GUIDES
GROUP DISCUSSION GUIDES

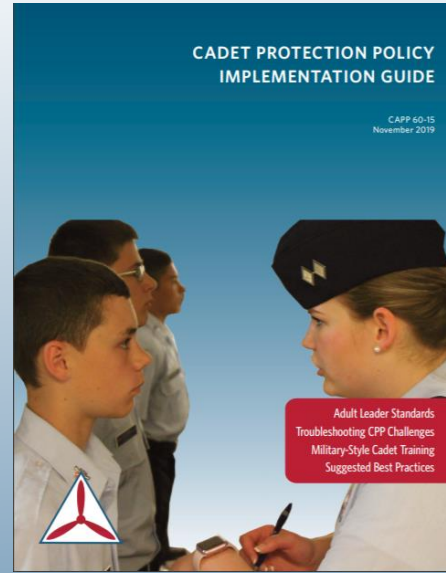


NEW CADET
GUIDE

WELCOME
CADET LIFE
PRO TIPS
AWESOMENESS
REFERENCE

CIVIL AIR PATROL USAF AUXILIARY

CAPP 60-20
September 2021



CADET PROTECTION POLICY
IMPLEMENTATION GUIDE

CAPP 60-15
November 2019

Adult Leader Standards
Troubleshooting CPP Challenges
Military-Style Cadet Training
Suggested Best Practices

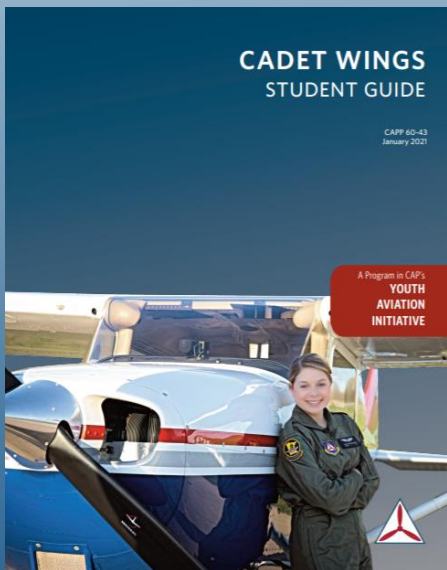


CADET ORIENTATION FLIGHT
PROGRAM GUIDE

CAPP 60-40
October 2018

"SAFE, FUN, EDUCATIONAL"

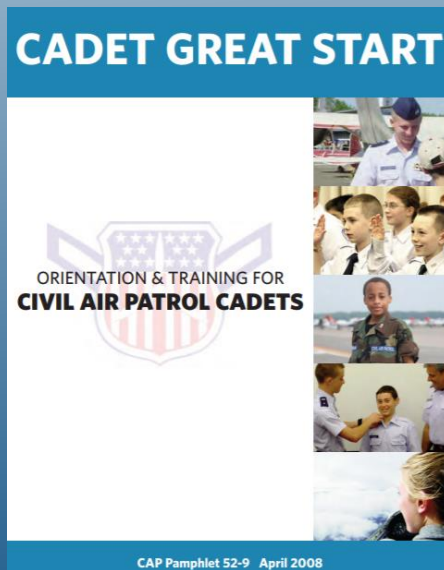
PROGRAM BASICS
BEST PRACTICES
FLIGHT SYLLABI



CADET WINGS
STUDENT GUIDE

CAPP 60-43
January 2021

A Program in CAP: **YOUTH AVIATION INITIATIVE**



CADET GREAT START

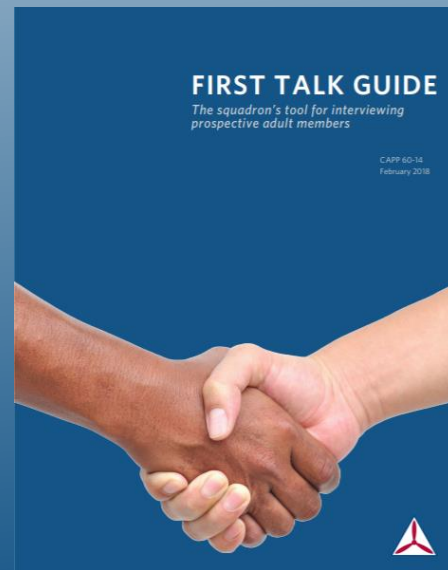
ORIENTATION & TRAINING FOR
CIVIL AIR PATROL CADETS

CAP Pamphlet 52-9 April 2008



CIVIL AIR PATROL'S RED RIBBON LEADERSHIP ACADEMY

CURRICULUM GUIDE



FIRST TALK GUIDE
The squadron's tool for interviewing prospective adult members

CAPP 60-14
February 2018

Commander's
Dashboard

Quality Cadet
Unit Award

OUTCOME METRICS

**How well are we really accomplishing
the cadet mission?**

12/18

Commander's Dashboard

eServices > Command > Commander's Dashboard



Joseph F. Tribbiani



eServices > **Commander's Dashboard** > Metrics > Full View

Membership			Professional Development		Cadet Achievements																			
Current Overall: 150	Current Cadets: 81	Current Seniors: 65	101.54 %		77.78 %																			
Current AEM: 0	Current Cadet Sponsor: 0	Current Patron: 4	Legend		Legend																			
Current Congressional Staff: 0	Current Legislative/Congress: 0	Current State Legislator: 0	Level 1: 37 Level 2: 10 Level 3: 13 Level 4: 3 Level 5: 3		Wright Brothers: 40 Mitchell: 14 Earhart: 6 Eaker: 3 Spatz: 0																			
Current Fifty Year: 0	Current Indefinite: 0	Current Life: 0																						
Legend																								
Annual Growth		90 Day Growth		See a breakdown by rank.																				
End of Last Month compared to End of Month		End of Last Month compared to End of Month 90																						
Last Year Overall		Days Ago Overall																						
-16.76 %		2.67 %																						
Cadets		Cadets																						
-20.95 %		5.06 %																						
Seniors		Seniors																						
-11.84 %		0.00 %																						
View Senior Membership Statistical			View Cadet Membership Statistical																					
						<table border="1"> <thead> <tr> <th></th> <th>Training Leaders of Cadets</th> <th>Senior Rated CP Officers</th> <th>New Cadet Orientation Flights within 180 days of joining</th> <th>New Curry Completion within 8 weeks of joining</th> </tr> </thead> <tbody> <tr> <td>CAPR 52-16 Requirement Met</td> <td>100.00 %</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Strategic Plan Goal Met</td> <td>100.00 %</td> <td>100.00 %</td> <td>100.00 %</td> <td>100.00 %</td> </tr> </tbody> </table>					Training Leaders of Cadets	Senior Rated CP Officers	New Cadet Orientation Flights within 180 days of joining	New Curry Completion within 8 weeks of joining	CAPR 52-16 Requirement Met	100.00 %	N/A	N/A	N/A	Strategic Plan Goal Met	100.00 %	100.00 %	100.00 %	100.00 %
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- All units that fulfill the criteria will automatically receive the QCUA
- Criteria changes yearly, visit www.gocivilairpatrol.com/QCUA for current requirements

The screenshot shows the eServices application's main menu. The 'Menu' icon (three horizontal lines) is circled in red. Below it, a list of menu items is shown, with 'Reports' also circled in red. Under the 'Reports' section, there are sub-items: 'Applications' (with a yellow header), 'CAP CadetInvest - Reports', 'CAP STEM Kit - Reports', 'Cadet Promotions - Reports', 'Event Administration - Reports', 'Member Reports', and 'Other Resources' (with a yellow header). A red arrow points from the 'Member Reports' item to the right.

This partial screenshot shows the top right of the eServices interface. It includes the 'eServices' logo (a red and white stylized 'e' inside a triangle) and the text 'eServices'. Below the logo, there is a user profile section with the name 'Commander E. Smith' and a partial name 'OS'.

This screenshot shows the 'Member Reports' page in the eServices application. The breadcrumb trail at the top reads 'eServices > Member Reports > Modules > Member Reports'. Below this is a search bar labeled 'Search Reports (based on permissions)' with the text 'Search all reports within eServices.' A dropdown menu is open, showing a list of report types. The 'Quality Cadet Unit Report' is highlighted in blue. A red arrow points from the 'Member Reports' breadcrumb to the dropdown menu, and another red arrow points from the right edge of the dropdown menu to the left.

eServices > Reports > Member Reports > Quality Cadet Unit Report

Menu  eServices ? Jackson P. Sparrow 

eServices >  Cadet Promotions > Modules > QCUA Details

***Select Organization to view QCUA Report Details**

GLR-IL-123 

Current Cadets 34

CAPID	Full Name	Primary Email
123456	James Vorhees	jvcamp@ilwg.cap.com
789101	Marian Smith	msmith@gmail.com

Cadets with Wright Brothers 16

CAPID	Full Name	Primary Email
123456	James Vorhees	jvcamp@ilwg.cap.com
789101	Marian Smith	msmith@gmail.com

Seniors with TLC 5

CAPID	Full Name	Primary Email	Recent TLC Date
987654	Victor Santos	vsantos@ilwg.cap.com	02 Jul 2020
246824	Sally	sfielding@g	07 Sept 2019

Menu  eServices ? Jackson P. Sparrow 

eServices >  Cadet Promotions > Modules > QCUA Details

AEX Count 1

CAPID	Full Name	Primary Email
867530	Jenny Tutone	JennyT@ilwg.cap.com

STEM Count 0

There are no STEM Kit Completions for the selected Organization.

New Cadets Joined Aug to Aug 9

CAPID	Full Name	Join Date
748593	Julie Chan	27 Sept 2020
395847	Jason Tutaj	06 Apr 2021

Curry in 8 Weeks 3

CAPID	Full Name	Curry Date
748593	Julie Chan	03 Nov 2020
395847	Jason Tutaj	06 Apr 2021

Cadet with GES 19

CAPID	Full Name	Primary Email
123456	James Vorhees	jvcamp@ilwg.cap.com
748593	Julie Chan	jpchan@ilwg.cap.com

Work individually or with a partner

1. eServices > Reports > Member Reports > Quality Cadet Unit Report
eServices > Cadet Programs > Cadet Promotions > QCUA Details
2. Analyze your squadron's data
3. Identify which QCUA criteria you want to fulfill during your journey to the award.
If you're already in QCUA status, pick two extra criteria to go from good to great.
4. Identify the next tasks you'll need to do to fulfill each criterion.

Final Thought

What gets measured gets done

