

NATIONAL YOUTH AVIATION INITIATIVE (YAI) PANEL MEMBER

Reports to: Kathrine Schmidt, Sr. Program Manager, Cadet Aviation (CPV)

Function: Assist the National Cadet Team in administering the CAP Youth Aviation Initiative (YAI) flight programs, primarily reviewing cadet candidates for enrollment into the Cadet Wings program and mentoring enrolled cadets.

Responsibilities include:

- Review and score cadet candidates for enrollment into Cadet Wings
- Assist CPV in identifying ways to publicize and advocate program opportunities
- Assist CPV by recommending possible ways to improve Cadet Wings program selection processes and selection criteria
- Collect and recommend best practices relating to flight training from a student and an instructor perspective to CPV
- Provide mentorship to cadets that are actively engaged in flight training, obtain training progress updates, monitor logbooks, identify training issues, communicate with CPV, connect with local support for problem solving
- Provide mentorship as needed to CAP pilots that are instructing enrolled cadets
- Assist in identifying potential training resources for enrolled cadets
- Perform other duties as assigned

Desired requirements for the position:

- Completion of Level III is required, Level IV preferred.
- Two-year experience interacting with cadets
- Strong organizational and communication skills
- Professional background as a pilot (military or civilian)
- Competency in using video/online collaboration tools to communicate efficiently
- Possess CAP aviation qualifications (CAP IP or Check Pilot)
- Proven ability to effectively instruct / mentor cadets
- Competency in working with MS Office Suite, Teams, WMIRS, eServices, and RegZone

Commitment:

Three-year term commitment.

Year round: Approx. 3 hours/weekly

- Bi-weekly progress monitoring calls (1 hour)
- Ongoing online monitoring via email (1 hour/week)
- Ongoing review of online logbook entries (1 hour/week)

Review Season: July-November: Additional Approx 2 hours/weekly

- Weekly panel meetings (1 hour/week)
- Application review and scoring. Enrollment recommendations (1 hour/week)

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Term Limit: 3 years

Frequent Contacts: YAI Panel Chair, Wing Commanders, NHQ Cadet Aviation Staff, and CAP Membership.

Additional Duty: Yes.

Membership remains at the member's current unit/wing/region level: Yes

Eligible for National Staff Badge: No.

Requires capnhq.gov email or cap.gov: Yes, cap.gov

Requires NHQ access to Microsoft Teams: No

Resources: [YAI Panel Profiles](#)