FY2019
Wyoming Wing
Cadet Program
Operations & Training Plan

3 Dec 2018
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FY2019 WyWg Cadet Program Officers and Contact Information

WyWg Commander: Col Jeff Johnson
jjohnson@cap.gov

Director of Cadet Programs: MSgt Sal Chiporo
schiporo@wywg.cap.gov

Asst. Director of Cadet Programs: Lt Col BJ Carlson
capcommander@gmail.com

Asst, Director of Cadet Programs: Capt Jan Johnson
j.johnson.cap@gmail.com

Drug Demand Reduction Admin: Lt Col Assunta McDonald
amcdonald@cap.gov
FY2019 WyWg Cadet Program Mission & Vision Statement

WyWg Cadet Program Mission Statement
Develop Confident and Dynamic Future Citizens and Leaders who are of Service to Their Community, State, And Nation

WyWg Cadet Program Vision Statement
Create a Value-Added Cadet Program That Offers a Consistent, Positive, Professional, Team Oriented Cadet Experience
FY2019 WyWg Cadet Program Goals

I. Many of the Wing Cadet Program Goals are derived from the Quality Cadet Unit Award
   a. Cadet Achievement: 45% of cadets on roster attain the Wright Brothers Award
   b. Orientation Flights: 70% of cadets on roster participate in at least 1 flight
   c. Retention: Wing retains 50% of first year cadets
   d. Adult Leadership: Each Unit has at least 3 Training Leaders of Cadets graduates on its roster
   e. Encampment: 55% of cadets on roster complete encampment
   f. Growth: Wing’s cadet roster increases by 10% or 10 cadets
   g. Aerospace: Each Unit earns the Aerospace Excellence Award (AEX) or sends in an AAR after ordering a STEM Kit
   h. Outside Activities: 50% of Units participate in CyberPatriot
   i. Emergency Services: 60% of cadets on roster earn GES certification

II. Additional Goals
   a. 15% of Cadets earn an MSA, MRO, or GT3 Certification
   b. 25% of Cadets participate in Wing Events
   c. At least 50% of Units earn QCUA
   d. Complete a 100% Contact Cadet Unit Climate Assessment
FY2019 WyWg Cadet Program Operations & Training Plan

I. Wing Calendar and Webpage
   A. All Wing Cadet Events and deadlines will be posted on the WyWg Calendar at http://www.wywg.cap.gov/calendar/.

II. Cadet Protection Program
   A. The DCP will ensure that all new CPO’s have completed the Cadet Protection Basic Course training during Level 1.
   B. The DCP will ensure that all CPO’s assigned to the CP Specialty Track have completed the Cadet Protection Advanced Course.
   C. The DCP will ensure all members assigned to WY-001 have completed Cadet Protection.

III. Training Leaders of Cadets
   A. The Wing shall offer TLC Basic twice a year during Quarterly Professions Development and Cadet Track Training Weekends.
      1. See Section I and VII for Details and Schedule
   B. The Wing might offer TLC Intermediate twice a year based upon need and interest but will offer the course at least once per year during a Quarterly Training Weekend.
   C. The DCP will annually report TLC Basic, Intermediate, and Advanced numbers to the Wing Commander during the Commander’s Track at the Wing Conference.
   D. The DCP will continually review all Composite Squadron TLC numbers to ensure each Squadron meets the 2 TLC Certified Members In-Accordance-With (IAW) CAPR 60-1, Cadet Program Management.
   E. The DCP will ensure that Members complete TLC Refresher courses every 4 years once NHQ releases the TLC Refresher course guidance.
IV. Professional Development
   A. The DCP will assist and consult with the Wing Professional Development Officer in scheduling and determining quarterly training agendas and subjects.
      1. The DCP will ensure that TLC Basic and/or Intermediate is added to the quarterly training schedule.
   B. The DCP will assist Squadrons with Cadet Program Training Track guidance and facilitation to ensure CPO’s are properly certified IAW CAPP 60-11, Cadet Program Officers Handbook and Specialty Track Guide (New).

V. Scholarships
   A. The WyWg CC is offering scholarships for cadets to attend wing and region events.
      1. All scholarship applications must be signed by either the Sq CC or DCC prior to submitting the application.
      2. Applications can be downloaded from the WyWg Cadet Program webpage and forwarded to the DCP for review and approval at the wing level.
      3. The application should be submitted 30 days prior to the event.
      4. If the event is short notice, an application must be expedited to the DCP for review.
         a) The cadet may pay for the event themselves and if the application is approved they will be reimbursed.
      5. If a cadet submits the application but does not receive approval before attending the event, the WyWg will review the application and determine if they will reimburse the cadet.
      6. If a cadet files a scholarship application late the WyWg may not reimburse the cadet.
B. Ensure scholarship applications are submitted in a timely manner. Do not wait until the last minute.

VI. Cadet Advisory Council
A. The Wing shall establish a CAC Council at the Wing Level
   1. The WyWg CAC will run from September to May and take a break in December and from June-August.
      a) Squadrons will appoint CAC Representatives in September and they will assume their CAC duties in October.
      b) The Representatives will hold office from October until September.
      c) Active Primary CAC Representatives Participants will be eligible for the CAC Ribbon IAW CAPR 39-3, Award of Cap Medals, Ribbons and Certificates.
   2. The DCP/ADCP will appoint the CAC President from qualified FY2018 CAC Representatives.
   3. The CAC will consist of two cadets from each Composite Squadron designated as primary and alternate CAC Representatives.
      a) The Representatives will be appointed in eServices.
      b) The CAC Representatives will elect the Vice-President and Recorder from the Squadron Appointees.
   4. CAC Conference Calls will take place on the 3rd of 4th Sunday of the Month at 1900L (7 pm).
B. The DCP will appoint the RMR CAC Representative from qualified FY2018 CAC Officers.
VII. Quarterly Training
A. Quarterly Training is a great opportunity for cadets to learn, teach, and network with cadets from other squadrons.
B. Schedule:
1. Spring Training:
   a) WyWg Cadet Competition and Color Guard
2. Summer Training:
   a) Encampment
3. Fall Training:
   a) Emergency Services Prerequisites.

VIII. Wing Conference
A. The DCP will establish a Cadet Program Track for the WyWg Conference.
1. The DCP will establish a Basic and an Advanced Cadet Training Track
   a) The Advanced Track will consist of Cadet Program Advanced training in order to develop Cadet Leaders.
      (1) Training such as Cadet Training Leaders of Cadets, Cadet Protection Program, Cadet Program Status, A WyWg CAC Briefing and Conference Call, Reviewing the WyWg CP OTP, etc.
      (2) Advanced Cadets will have the opportunity to assist Basic Track Cadets with STEM, AE, etc.
   b) The Basic Track will introduce cadets to the three missions of the Civil Air Patrol and offer hands on training on STEM, AE, DDR, etc.
   c) Both Tracks will offer a chance for cadets to participate activities that will build their
knowledge of the Civil Air Patrol, leadership practices, and many aspects of Cadet life

B. Goal: 25% of WyWg Cadets should plan on attending the WyWg Conference.

IX. Encampment
   A. Basic Information:
      1. 10-18 August 2019
      2. Camp Guernsey, Wyoming
   B. Applications:
      1. Senior Member Staff Applications:
         a) Open: 10 December 2018
         b) Deadline: 31 May 2019
      2. Report to Camp Guernsey: 8 August
      3. Cadet Staff Applications:
         a) Open: 10 December 2018
         b) Deadline: 31 May 2019
         c) Report to Camp Guernsey: 8 August
      4. Cadet Students:
         a) Open: 1 March 2019
         b) Deadline: 31 July 2019
      5. Payments
         a) Due at time of application!!!
         b) If unable to send in payment, please inform the WyWg DCP for delayed payment approval.
   C. Information available at
   D. Participation and Discounts
      1. Encourage all Basic Students to attend Encampment.
      2. Cadet Encampment Assistance Program.
         a) Available to all cadets to pay for encampment.
         b) Apply on eServices
c) Apply early to better chances of receiving CEAP.
d) Apply to encampment and send in payment.
   (1) Refunds available for those that receive CEAP.

3. WyWg First-Time Wyoming Cadet attending Encampment.
a) Multiple discounts available.

X. Orientation Flights
A. Orientation Flights will be scheduled using the “Push” model.
   1. Sq CC/DCC will inform WyWg DS and DO in order to schedule O-Flights.
   2. The DS and DO will utilize the FY2019 Training Plan and the 90-Day Flying Plan to schedule O-Flights.

B. The WyWg will offer at least 1 but possibly 2 WyWg O-Flight weekends during the year in order to offer O-Flights to new cadets and cadets receiving flights 2-5.
   1. These O-Flight weekends will also aid in training opportunities for IC Staff, MROs, MSAs, etc. (Both Cadet and Senior Member).

XI. Emergency Services Training
A. The WyWg will offer Cadet ES Prerequisite training at least once per year to facilitate cadet certification as MRO, MSA, and GT3s.

B. Participation in WyWg SAREX, SAREval, etc.
   1. In order for Cadets to participate in Wing led Exercises, etc. Cadets must complete the Familiarization and Preparatory Training prescribed
in the Operations Qualification section of eServices and on the SQTR Worksheet.

2. The Advanced Training can be accomplished during SAREX and SAREval events.
   a) The courses (IS-100, IS-700 and ICUT) should be accomplished (but not required) before attending SAREX and SAREval events unless permission is granted by the appropriate ES Training Authority for the event.

XII. Support for Squadron Cadet Activities
   A. If Squadrons need assistance with Cadet Activities, please contact the WyWg DCP.

XIII. Awards
   A. Annual Cadet Awards due WyWg No Later Than April 15
      1. Awards:
         a) Cadet Officer of the Year
         b) Cadet NCO of the Year
      2. Each Squadron can (should) nominate 1 cadet Officer and 1 Cadet NCO.
      3. Annual Cadet Awards will be presented at the WyWg Conference.
      4. The cadet nominees from each Squadron will get discounted trip to the Conference.