

# **Random Composite Squadron**

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**Cadet of the Quarter Program**

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## Cadet of the Quarter Program

### SECTION ONE - INTRODUCTION

- I. The purpose of this pamphlet is to outline the Random Composite Squadron's implementation of the Cadet of the Quarter Program. Contained in this pamphlet are guidelines on implementation, staffing, awarding and uniform accessory wear.

Careful consideration has been made to outline this program and its intent to ensure an even and fair administration of the program. Questions pertaining to this program should be directed to the Deputy Commander for Cadets.

### SECTION TWO - PROGRAM INTENT

- II. This cadet of the quarter program was developed as a point based, objective program, to recognize those cadets who consistently set themselves apart from their peers. It is intended to recognize cadets that exemplify the CAP Core Values and CAP Cadet Oath. The purpose of this program is not to give an appearance of favoritism, and is not meant to recognize members of the cadet command staff as there are other awards which are more suitable. This program is expected to aide in unit morale and to develop a better sense of *esprit de corps*.

#### CAP's CORE VALUES:

- *Integrity*
- *Excellence*
- *Respect*
- *Volunteer Service*

#### CAP Cadet Oath:

*"I pledge that I will serve faithfully in the Civil Air Patrol Cadet Program, and that I will attend meetings regularly, participate actively in unit activities, obey my officers, wear my uniform properly, and advance my education and training rapidly to prepare myself to be of service to my community, state, and nation."*

## SECTION THREE - PROGRAM IMPLEMENTATION

- III. This Cadet of the Quarter Program is intended to be implemented at the squadron level. Award of the title should be made four times annually, once per quarter, during the final awards ceremony for the quarter.

**ELIGIBILITY:** To be eligible for the Cadet of the Quarter Program the individual will...

1. Be a cadet member of Civil Air Patrol.
2. Hold the grade of C/Amn to C/CMSgt.\*
3. Be able to recite, from memory, the Cadet Oath and CAP Core Values.
4. Have a complete uniform.

*\*if the cadet earns their Mitchell award during the quarter in which they were initially eligible, they remain eligible until the following quarter.*

**BENEFITS:** The Benefits of earning the title of cadet of the quarter include the following;

1. Wear of a distinctive shoulder cord during the following quarter of award.
2. Distinction of being the squadron guidon bearer during opening and closing formations.
3. Eligibility for a Cadet of the Year award.
4. First selection for special events such as orientation flights where space is limited.
5. Recognition on the Squadron Cadet of the Quarter Plaque.

**RESPONSIBILITIES:** The responsibilities of the cadet of the quarter include the following;

1. Training the incoming COQ in the use of the guidon.
2. Serve as a role model for the cadet corps.
3. Acting in a manner that brings credit to the Random Composite Squadron, Random Wing and Civil Air Patrol.
4. Turning in distinctive shoulder cord at the end of rein as cadet of the quarter.
5. Encouraging others to strive for excellence.

## SECTION FOUR – STAFFING

- IV. It is recommended that the Cadet of the Quarter program is run by a cadet that is a C/SrA to C/TSgt. This provides an opportunity for leadership training as well as developing organizational abilities. A cadet support staff position, titled, *Cadet of the Quarter NCO (Airman)*, should be created using the following job description. Candidates for this position should possess a high degree of integrity and the ability to place personal biases aside.

It is recommended that cadets selected for this duty are a C/SrA to start and hold the position for a term of 6 months in terms that begin in January and July.

Below are the expected responsibilities of the COQ NCO, Cadet Staff and Senior Member staff.

### *Responsibilities of the Cadet of the Quarter NCO (Airman)*

1. Develop and maintain a roster of eligible cadets using the criteria outlined in section three of this pamphlet.
2. Record points accumulated by eligible cadets accurately as found in attachment one of this pamphlet.
3. Tabulate points to determine ranking.
4. Announce point leaders during each weeks closing formation based on current score tabulation.
5. Inform the Cadet Commander and Deputy Commander for Cadets of the results at the end of the quarter for presentation of the award.
6. Train and advise the incoming COQ NCO.
7. Inform all new cadets about the COQ program.

### *Responsibilities of the Cadet Staff:*

1. Provide feedback on COQ NCO performance.
2. Assist in organizational skill development.
3. Provide ample opportunities for cadets to earn points towards COQ.
4. Select incoming COQ NCO prior to current term end to allow for training.
5. Ensure task is completed accurately, timely, and correctly.
6. Ensure progression of the COQ NCO.
7. Ensure training of new COQ NCO is accomplished.
8. Ensure training of the COQ on guidon is accomplished.

### *Responsibilities of the Senior Member Staff:*

1. Provide guidance on COQ program.
2. Modify program as needed to meet current goals and objectives.
3. Ensure that COQ presentation occurs on time.
4. Provide ample opportunities for cadets to earn points towards COQ.
5. Ensure feedback is provided to the COQ NCO.
6. Ensure progression of the COQ NCO.

## SECTION FIVE - UNIFORM ACCESSORY WEAR

- V. According to CAPM 39-1, the Wing Commander may approve a distinctive shoulder cord for wear within his/her own wing, so long as the colors of the cord do not match those of nationally recognized colors (solid - red, blue, yellow, silver, green, white).

As a result, Random Composite Squadron has obtained authorization from the Random Wing Commander to institute a cadet of the quarter cord, using the colors blue and gold.

The color blue used in heraldry is associated with expertise, sincerity, wisdom and confidence, while the color gold is associated with honor, loyalty, selflessness and knowledge. These two colors combined are symbolic of CAP's core values and epitomize the oath that each cadet recites.

Below are the rules regarding the wear of this cord;

The distinctive cord **may** be worn;

1. On the left shoulder on the blues uniform in accordance with CAPM 39-1.
2. During normal squadron weekly meetings in which the blues uniform is worn.
3. During squadron activities in which the blues uniform is worn.
4. During NH Wing activities in which the blues uniform is worn.
5. During activities in which only Random Composite Squadron is participating that may be held geographically in another wing; i.e. New England Air Museum.
6. During the term in which the cadet is appointed cadet of the quarter.

The distinctive cord **may not** be worn;

1. Against CAPM 39-1.
2. In BDUs.
3. During National Cadet Special Activities.
4. During joint wing/region activities held outside XXWG; i.e. NER Conference in NYWG.
5. After the term as cadet of the quarter has ended.

## ATTACHMENT ONE – CADET OF THE QUARTER POINT SYSTEM

ACTION	POINTS
<b>ACTIVITY ATTENDANCE</b>	
WEEKLY MEETING	30
OUTSIDE ACTIVITY	30
ATTEND ALL ACTIVITIES & MEETINGS – BONUS	100
<b>TESTING</b>	
SCORE 90% OR BETTER	30
SCORE 80% - 89%	20
SCORE 70% - 79%	10
FAIL (80% or lower on milestones is failing)	00
PASS ONE TEST PER MONTH WITH > 89% - BONUS	100
<b>UNIFORM INSPECTIONS</b>	
NO DESCREPANCIES	20
ONE TO THREE DESCREPANCIES	10
NO DESCREPANCIES FOR ENTIRE QUARTER – BONUS	75
<b>DRILL</b>	
WIN A “DRILL DOWN”	10
<b>RECRUITING</b>	
EACH NEW CADET	50
EACH NEW OFFICER	40
RECRUIT 2 OR MORE IN A QUARTER – BONUS	100
<b>INSTRUCTION</b>	
TEACH A CLASS TO A GROUP	20
<b>PROMOTIONS</b>	
	40
<b>SPECIAL ACTIVITIES</b>	
ENCAMPMENT, NCOA, SAR SCHOOL	100
NATIONAL CADET SPECIAL ACTIVITY	100
JOIN A COMPETITION TEAM	100
<b>EMERGENCY SERVICES RATINGS</b>	
EARN A NEW ES RATING	100
RE-QUALIFY AN ES RATING	75
<b>PHYSICAL FITNESS</b>	
PASS THE CPFT	30
PERSONAL BEST IN ANY EVENT	15
PASS 3 CPFTs IN A QUARTER-BONUS	50