

Influencing Cadet Success at Boards

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Outline

- Summer Scholarships Available
- The Overall Process
- The Numbers
- What Controls
- Preparing
- Top Four
- Evaluation Criteria
- At the Interview
- Scoring Sheets
- Videos
- Preparing Material
- Is there Feedback?
- Ranking for the Day



Summer Camps

The Air Cadet League of Canada (ACL) and the Department of National Defence (DND) are jointly responsible for the identification of Air Cadets to participate in National Summer Training Courses (NSTC).



NSTC

The NSTC that utilize all or portions of this selection process are as follows:

- Advanced Aerospace Course (AAS)
- Glider Pilot (GPS)
- Power Pilot (PPS)
- Exchange (IACE) International Air Cadet

This selection process is currently also used for:

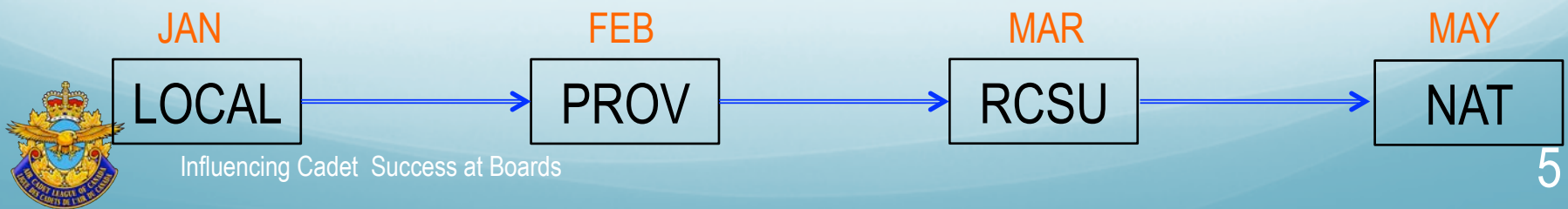
- Advanced Aviation Technology Course
 - Airport Operations (AO)
- Advanced Aviation Technology Course
 - Aircraft Maintenance (AM)

Inclusion of AO and AM in the Scholarship Review Board process will be reviewed for future years and maybe changed by DND.



The Overall Process

1. Cadet determines scholarship based on age, level training & local quota
2. Local unit submits the application to the Wing Director
3. Wing Director reviews, then submits the application to APC
4. Cadet competes at the Selection Board
5. Successful candidates are submitted to Winnipeg (based on quota)
6. Winnipeg reviews the scholarships, submits the list to Ottawa
7. National quotas determine successful cadets for each region



The Numbers

| Course | Applications 2017 | Applications 2018 | Positions Available for 2017 | Positions Available for 2018 |
|--|-------------------|-------------------|------------------------------|------------------------------|
| International Air Cadet Exchange | 8 | 15 | 6 | 6 |
| Power Pilot Scholarship | 51 | 47 | 23 | 18 |
| Gliding Pilot Scholarship | 62 | 52 | 28 | 29 |
| Advanced Aerospace Course | 32 | 32 | 5 | 6 |
| Advanced Aviation Technology Course – Airport Operations | 35 | 27 | 5 | 6 |
| Advanced Aviation Technology Course – Aircraft Maintenance | 40 | 36 | 5 | 6 |
| Total | 228 | 209 | 72 | 71 |



What Controls Success of the Scholarship?

Cadet Control

- Education
- Qualifying Exams (60%)
- Board Interview
- Uniform
- Narrative
- Knowledge of the Air Cadet Movement
- Attitude

No Cadet Control

- The number of cadets applying for the scholarship, provincially
- CO's Recommendation
- Number of summer camps the cadet has taken over the cadet career
- Local, Provincial and National quotas for the positions, year to year



Preparing . . .

- **Education**

- Refer to the Handbook for the details
- The higher the average the higher the scoring
- Last report card from your previous school year (e.g. June)
- Minimal percentage of the overall total score but helps

- Ref: Page 26

- **Uniform**

- Refer to the Handbook for the details
- Badge location
- Badges sewn on properly
- Length of slacks
- Boots
- Socks, military only
- **NO** lanyards

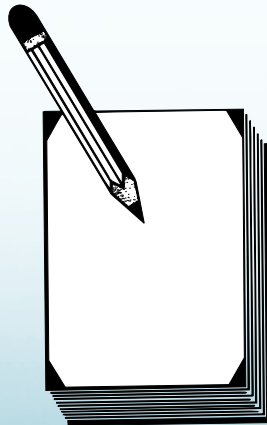
- Ref: Page 7, 27, 28



Preparing . . .

- **Narrative**

- Refer to the Handbook for the details
- Format critical
 - Font size, margins, spacing
- Organization, critical
- Spelling, grammar
- NEW format
- Ref: Page 19-24



- **Attitude**

- Not found in the handbook, cadet brings this to the board.

- **Other**

- Cadet Goals
- Enthusiasm
- Bring back to the unit
- What contributions to the unit?
- Leadership involvement



Sample Narrative: Two Pages Maximum Length

NARRATIVE

Page 23

New
guidelines &
format,
read carefully

Sign your
Narrative



Your Squadron or
Your home Address here

Date

Alberta Provincial Committee
Air Cadet League of Canada
P.O. Box 38120
#725, 500 Country Hills Blvd NE
Calgary, AB T3K 5G9

Dear XXXXX: *(use Sir, Madam, Selection Committee or salutation of your choice)*

Paragraph One: Introduce Yourself

Paragraph Two: How does "To Learn" apply to you in application for this scholarship?

Paragraph Three: How does "To Serve" apply to your application?

Paragraph Four: How does "To Advance" apply to your application?

Paragraph Five: Summarize your fit to the scholarship, sell yourself, conclusion

Complimentary Close: *(Use "Yours truly," or close of your choice)*

Your Signature



Preparation Prior to the Board

- **Current Event**
 - Asked on **every** board
 - What is a current event?
 - Organize your thoughts
 - What is the topic
 - Introduction
 - Facts to support your opinion
 - Conclude
 - In my opinion . . .
 - No incorrect answer, its how you support your opinion
 - Prepare for this, make notes, practice
- **Mock Boards**
 - Highly recommended
 - Candidates experience a mock board with series questions of similar in nature as found in the Handbook
 - Three members sit on a board
 - ACL Member (chair)
 - SSC Member
 - CIC Officer
 - Important to have the feedback from the interview



More Prep . . .

- **Prepare for the anticipated questions**
 - How are you going to help your unit if you acquire this scholarship?
 - What are your future goals?
 - Write the answers out and review them
 - Answer them with your family or in the mirror
- **Why are you applying?**
 - Think carefully
 - There are the standard answers
 - There are some that are unique
 - Some boards look for the **WOW** factor



Top Four

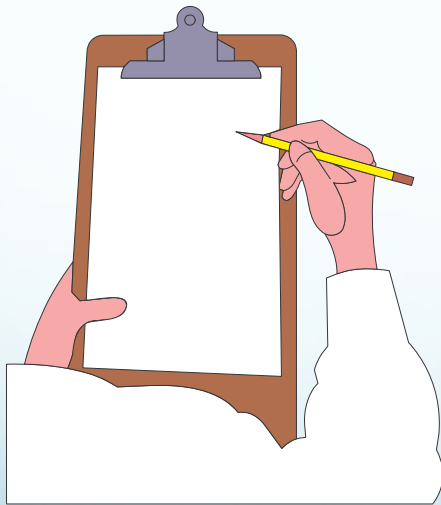
1. Current Event - prepare
2. Why are you applying?
3. Responsibilities of the Partners and Sponsor
4. Does the cadet know anything about the scholarship they are applying for?
 1. Location of the camp?
 2. How Long?
 3. What does the course entail?



Scoring at the Boards

Evaluation Criteria

- Step One – Uniform Marking
- Step Two the Board
 - Six categories



1. Attitude, Motivation, Knowledge and Interest in Air Cadets
2. Attitude, Motivation, Knowledge and Interest in Subject Matter
3. Education
4. General Knowledge
5. Dress, Deportment and Self Expression
6. Qualifying Examination I/A



Uniform Marking Sheet

Page 28



Sample: Matrix used to mark the Cadet's uniform on the day of Scholarship Review Boards

Cadet Name: _____ Rank: _____ Cadet Squadron _____

| Headdress (3 Points) | | |
|----------------------|-----------|--------|
| Wedge | Yes (1) | No (0) |
| Clean/Lint Free | Yes (1) | No (0) |
| Buttons Straight | Yes (.5) | No (0) |
| Brass Straight | Yes (.5) | No (0) |
| Total | /3 | |

| Hair (8 Points) | | |
|------------------|-----------|--------|
| Above Collar (M) | Yes (3) | No (0) |
| Above Ears (M) | Yes (3) | No (0) |
| Above Collar (F) | Yes (3) | No (0) |
| Neat/Groomed (F) | Yes (3) | No (0) |
| Total | /8 | |

| Tie (1 Point) | | |
|---------------|-----------|--------|
| Tie | Yes (1) | No (0) |
| Total | /1 | |

| Tunic (10 Points) | | |
|-------------------|------------|----------|
| Wrinkle Free | Yes (2) | No (0) |
| Clean/Lint Free | Yes (2) | No (0) |
| Pockets Buttoned | Yes (1) | No (0) |
| Badges Correct | All (4) | Some (2) |
| Ribbons Correct | Yes (1) | No (0) |
| Total | /10 | |

| Shirt (5 Points) | | |
|------------------|-----------|--------|
| Wrinkle Free | Yes (2) | No (0) |
| Clean | Yes (2) | No (0) |
| Buttoned | Yes (1) | No (0) |
| Total | /5 | |

| Pants (9 Points) | | | |
|------------------|-----------|---------|--------|
| Wrinkle Free? | Yes (2) | | No (0) |
| Clean/Lint Free | Yes (2) | | No (0) |
| Pant Crease | Sharp (3) | Med (2) | No (0) |
| Issued Belts | Yes (2) | | No (0) |
| Total | /9 | | |

| Boots (16 Points) | | | | |
|----------------------|--------------|------------------|---------------------------|------------------|
| Dust Free/Souff Free | Yes (2) | No (0) | | |
| Blackened Welts | Yes (2) | No (0) | | |
| Toe Polished | Hi Gloss (5) | Medium Gloss (3) | Polished - Some Gloss (1) | Not Polished (0) |
| Side/Heel Polished | Hi Gloss (5) | Medium Gloss (3) | Polished - Some Gloss (1) | Not Polished (0) |
| Grey/Black Socks | Yes (2) | No (0) | | |
| Total | /16 | | | |

| Notes |
|-------|
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |

| Headdress | Hair | Tie | Tunic | Shirt | Pants | Boots | Total | Divided by 10 | Final Score |
|-----------|------|-----|-------|-------|-------|-------|-------|---------------|-------------|
| | | | | | | | /30 | | |

Note: Per CATO referencing hair, braids are permitted for females and indigenous Mails



At The Interview

- When entering/exiting, look at the Board Chair when you are addressing the Board (usually in the center of the table)
- Direct answers to all board members, eye contact
- Using respectful terms to address the members of the board, E.g. sir or ma'am frequently
- Do not know the answer, admit you do not know. E.g. – sorry sir I do not know
- Do not use, 'I think'
- If you are having problems answering the question, ask if you may come back to the question



Keep the answers short and to the point.

Scoring – PPS & GPS

The merit list score consists of the following components:

- | | | |
|---|----------------------------|--------|
| • Qualifying Exam Mark (for PPS & GPS) | 30 points | • 30%* |
| • Education (School Marks) | 20 points | • 20%* |
| • Self-Expression (Narrative) | 5 points | • 5%* |
| <hr/> | | |
| • Attitude & Motivation towards Air Cadets (from Board) | 20 points possible | • 20% |
| • Attitude & Motivation towards the Course (from Board) | 15 points possible | • 15% |
| • General Knowledge (from Board) | 5 points possible | • 5% |
| • Dress and Deportment (from Board) | 5 points possible | • 5% |
| <hr/> | | |
| • Total Possible Score | 100 points possible | |

*Predetermined before the Board interview - [**45%** at the Board]



Summary Scoring Sheet PPS and GPS

Predetermined
before Boards

At the Boards

100

- 55

45 % determined at
the Boards

| | GENERAL FACTORS | SCORE |
|-------------|--|-------|
| 1 | ATTITUDE, MOTIVATION, KNOWLEDGE AND INTEREST IN AIR CADETS AND EXTRA-CURRICULAR ACTIVITIES | /20 |
| 2 | ATTITUDE, MOTIVATION, KNOWLEDGE AND INTEREST TOWARD THE SUBJECT MATTER | /15 |
| 3 | EDUCATION | /20 |
| 4 | GENERAL KNOWLEDGE | /5 |
| 5 | DRESS AND DEPORTMENT | /5 |
| 6 | SELF-EXPRESSION Narrative | /5 |
| 7 | QUALIFYING EXAM Passing Mark 60% | /30 |
| TOTAL SCORE | | /100 |



Scoring and Merit Listing

The merit list score consists of the following components:

| | |
|---|---------------------|
| Education (School Marks) | 20 points* |
| Self-Expression (Narrative) | 5 points* |
| <hr/> | |
| Attitude & Motivation towards Air Cadets (from Board) | 35 points possible |
| Attitude & Motivation towards the Course (from Board) | 30 points possible |
| General Knowledge (from Board) | 5 points possible |
| Dress and Deportment (from Board) | 5 points possible |
| <hr/> | |
| Total Possible Score | 100 points possible |

*Predetermined before the Board interview - [75% at the Board]



Summary Scoring Sheet

AATC-AO, AATC-AM and AASCS

Predetermined before Boards

At the Boards

100
- 25

75 % determined at the Boards

| | GENERAL FACTORS | SCORE |
|-------------|--|-------|
| 1 | ATTITUDE, MOTIVATION, KNOWLEDGE AND INTEREST IN AIR CADETS AND EXTRA-CURRICULAR ACTIVITIES | /35 |
| 2 | ATTITUDE, MOTIVATION, KNOWLEDGE AND INTEREST TOWARD THE COURSE SUBJECT MATTER | /30 |
| 3 | EDUCATION | /20 |
| 4 | GENERAL KNOWLEDGE | /5 |
| 5 | DRESS AND DEPORTMENT | /5 |
| 6 | SELF-EXPRESSION Narrative | /5 |
| TOTAL SCORE | | /100 |



Summary Scoring Sheet

IACE

Predetermined
before Boards

At the Boards

100
- 30

70 % determined at
the Boards

| | GENERAL FACTORS | SCORE |
|-------------|--|-------|
| 1 | ATTITUDE, MOTIVATION, KNOWLEDGE AND INTEREST IN AIR CADETS AND EXTRA-CURRICULAR ACTIVITIES | /35 |
| 2 | ATTITUDE, MOTIVATION, KNOWLEDGE AND INTEREST TOWARD THE IACE PROGRAM | /15 |
| 3 | EDUCATION | /20 |
| 4 | GENERAL KNOWLEDGE ABOUT CANADA AND WORLD AFFAIRS | /15 |
| 5 | DRESS AND DEPORTMENT | /5 |
| 6 | SELF-EXPRESSION Narrative | /10 |
| TOTAL SCORE | | /100 |



Scoring and Merit Listing Cadets

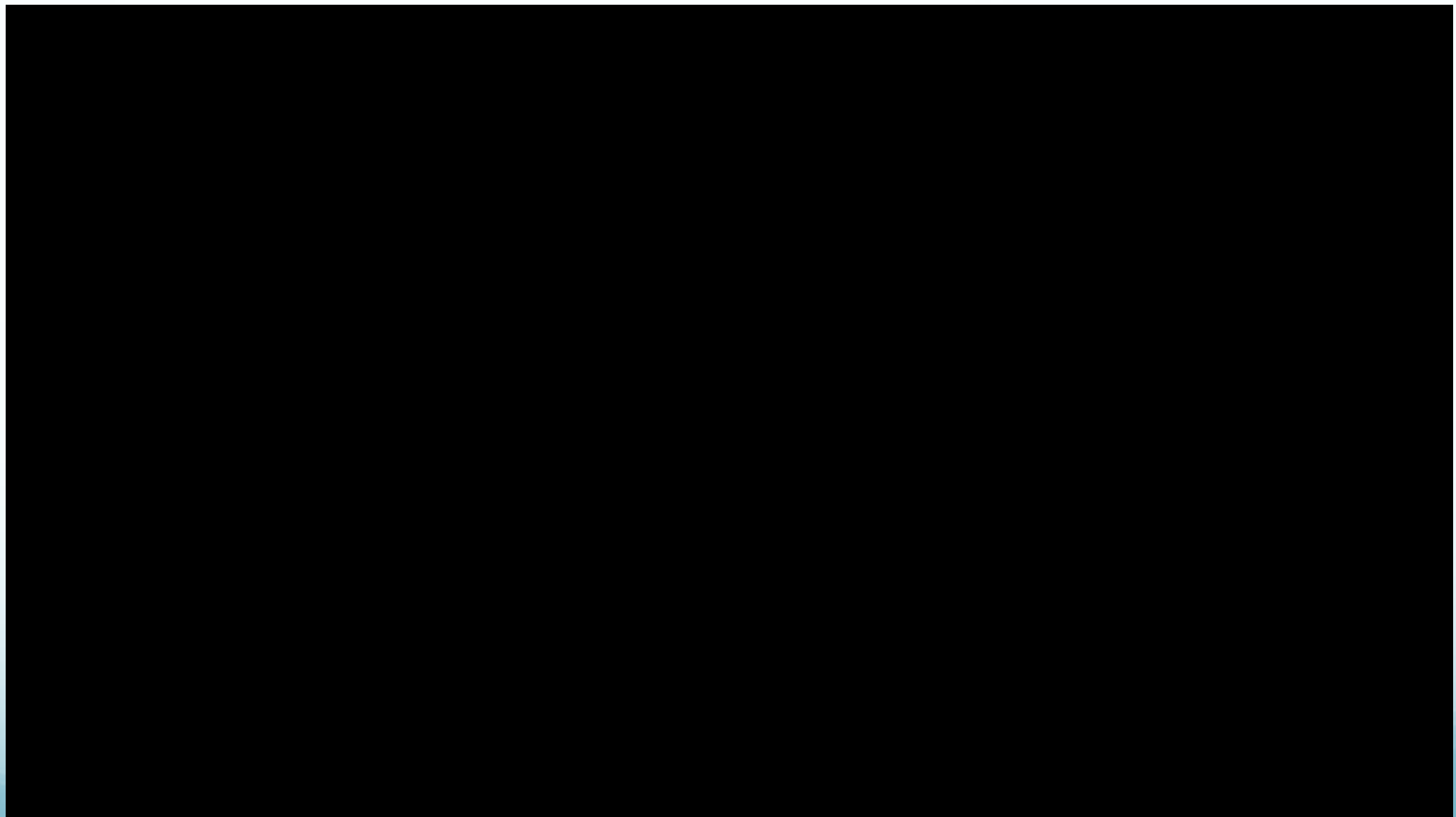
- Who meet all of the course pre-requisites
- Who complete all required elements of the selection process will be merit listed with all other qualified applicants from Alberta.
- Ranking on this merit list is determined on the basis of a numerical score out of 100 points.
- In order to be merit listed, you must have a combined total score of 60 points or higher.



Videos

Air Cadet Review board

- <https://www.youtube.com/watch?v=vRxqKpn05pl>



Video 2

Common interview questions

- https://www.youtube.com/watch?v=D47_h114aHE



Preparation Material

Comments after the Board interview:

- They didn't ask any of the material asked at the mock board.
 - Response 1: part of this additional information provided to the cadet is to determine if the cadet is prepared to learn more information about the League and DND.
 - Response 2: camp courses have an intense knowledge base, presented in a short period of time. Is the cadet prepared to put in the extra effort to prepare and study?



Is there Feedback?

- Unfortunately there is no feedback provided to the cadet or squadron about the interview process of the board.
 - Would take additional time, more manpower
 - Feedback from one board would not be consistent with other boards, each is different.
 - All boards document the interview but these are used as referral notes, e.g. noted comments of the interview such as the current event
 - Cadets who are not successful at the Boards are not failures, they are successful making it to take part in the provincial Boards and should be recognized for this



Ranking for the Day

- Several boards are established for each Scholarship.
 - E.g. IACE would likely have a maximum of 2 boards
 - E.g. Glider could have up to six boards.
- Each board contains 3 members
 - Chair (League)
 - SSC or League
 - Military, Reg, Res or CIC
- Each board tabulates their results
- All results from all boards are collectively ranked
- Scale could be used to make the boards comparable from one board to another
- Scores sometimes as little as 0.1% from one cadet to the next.



Questions

- Reference:
**Air Cadet League of Canada
Alberta Provincial Committee
Scholarship Review Boards
Preparation Package for Cadets
2019**

**Air Cadet League of Canada
Alberta Provincial Committee**

Scholarship Review Boards

Preparation Package for Cadets

2019

