Connecticut Wing Encampment 2023

Staff Positions

Written by 2023 Connecticut Wing Encampment Cadet Command Staff

Current as of 9 January 2023

Cadet Command Staff

Cadet Commander (C/CC)

The Cadet Commander is the final and resting authority on the cadet side of the encampment. The C/CC is responsible for the overall function and operation of the cadet staff of the encampment to ensure that training goals are completed and that all students attending have the opportunity to graduate from the encampment. The C/CC works through his/her deputies to resolve any problems, make command decisions, relay information from seniors, and oversee the entire staff structure. The C/CC is also responsible for mentoring his/her deputies to ensure there are adequately trained staff for the following year's encampment.
Reports To: Commandant of Cadets, Encampment Commander

Cadet Deputy Commander of Operations (C/CDO)

The Cadet Deputy Commander of Operations is responsible for the training, development, and supervision of all line staff at the encampment. The C/CDO will work with the Squadron Commanders directly to pass down orders and to receive information from the flight staff. The C/CDO will communicate information from the C/CC and from Senior Command down to the Squadron Commanders. The C/CDO will resolve issues with flight staff and with students as needed. The C/CDO is the last step before the C/CC or Senior Command becomes involved with a disciplinary situation. The C/CDO is also responsible for mentoring the Squadron Commanders to ensure there are adequately trained staff for the following year's encampment.
Reports To: Cadet Commander

Cadet Deputy Commander of Support (C/CDS)

The Cadet Deputy Commander of Support is responsible for the training, development, and supervision of all support staff at the encampment. The C/CDS will work with the Department OICs directly to pass down orders and to receive information from each department. The C/CDS will resolve issues with support staff as needed. The C/CDS will coordinate across all support staff departments to ensure support functions are able to properly perform their assigned tasks to see the success of the encampment. The C/CDS is also

responsible for mentoring the Department OICs to ensure there are adequately trained staff for the following year's encampment.

Reports to: Cadet Commander

Cadet Safety OIC (SAFETY OIC)

The Cadet Safety OIC is responsible for ensuring the safety of all encampment activities. The Cadet Safety OIC will work with the Senior Safety OIC to develop appropriate safety plans for both normal operations and emergency procedures.

Reports to: Cadet Commander, Senior Safety OIC

Cadet OICs

Cadet Training OIC (TRNG OIC)

The Training OIC is responsible for the schedule and curriculum of the encampment. The TRNG OIC will work with the Cadet Deputy Commander of Support and the Training Team to develop an efficient and effective schedule while also ensuring that curriculum requirements are being met. The TRNG OIC will work with the SET OIC to ensure that inspection requirements are met in the daily schedules. The TRNG OIC will mentor the Training Team to ensure there are adequately trained staff for the following year's encampment.

Reports To: Cadet Deputy Commander of Support, Senior TRNG OIC

Cadet Standards and Evaluation Team OIC (SET OIC)

The Standards and Evaluation Team OIC is responsible for the development and evaluation of encampment standards, such as barracks standards, drill inspections, uniform inspections, etc. The SET OIC will work with the TRNG OIC to ensure that all required inspections fit into the schedule. The SET OIC is the final authority for any inspection scores, results, or disputes. The SET OIC should be an expert with Civil Air Patrol Uniform and Drill regulations, barracks standards and how to execute them, and General Knowledge in Civil Air Patrol. The SET OIC will work with the Deputy Commander of Support to ensure that all concerns and problems related to SET are adequately addressed and resolved.

Reports to: Cadet Deputy Commander of Support, Senior SET OIC

Cadet Logistics OIC (LOG OIC/NCOIC)

The Cadet Logistics OIC/NCOIC is responsible for supporting the Senior Logistics staff in their missions. The Cadet Logistics OIC will coordinate the cadet logistics staff as needed to fulfill the missions/tasks set by the Senior Logistics staff.
Reports to: Cadet Deputy Commander of Support, Senior Logistics OIC

Cadet Services OIC (SVCS OIC/NCOIC)

The Cadet Services OIC/NCOIC is responsible for supporting the Senior Services staff in their missions. The Cadet Services OIC/NCOIC will coordinate the cadet services staff as needed to fulfill the missions/tasks set by the Senior Services staff.
Reports to: Cadet Deputy Commander of Support, Senior Services OIC

Cadet Admin OIC (ADMIN OIC/NCOIC)

The Cadet Admin OIC is responsible for supporting the Senior Admin staff in their missions. The Cadet Admin OIC/NCOIC will coordinate the cadet admin staff as needed to fulfill the missions/tasks set by the Senior Admin staff.
Reports to: Cadet Deputy Commander of Support, Senior Admin OIC

Cadet Medical OIC (MED OIC)

 The Cadet Medical OIC is responsible for addressing basic medical concerns within the encampment and for coordinating the cadet medical staff. The Cadet Medical OIC will distribute medical staff out to all squadrons, and will work with Senior Medical staff to address any issues related to the medical staff or medical requirements in general. The Cadet Medical OIC will work closely with the Cadet Safety OIC to address any safety/medical concerns that arise during encampment.
Reports to: Senior Medical OIC, Cadet Deputy Commander of Support

Cadet Support Staff

Training (TRNG)

Training staff members are responsible for the development and execution of the encampment training curriculum. This includes, but is not limited to, schedules, course curriculum, and training plans. Training staff will be the primary instructors for classroom curriculum material. Training staff must be proficient with public speaking, class creation, and using visual aids.

Reports to: Training OIC

Standards and Evaluation (SET)

SET staff members are responsible for the setting and evaluating the standards for the encampment. SET staff will develop grading rubrics for all inspections conducted throughout the week, including barracks, uniform, drill, and general knowledge. SET will also conduct these inspections throughout the week, and will provide adequate feedback at the discretion of the SET OIC to flight and squadron commanders on that unit's performance for each inspection.

Reports to: SET OIC

Logistics (LOG)

Logistics staff members are responsible for supporting the encampment with logistical operations, including inventory, supply management, and assisting other departments as needed.

Reports to: LOG OIC

Services (SVCS)

Services staff members are responsible for the preparation and service of food to the encampment. Services staff members also are responsible for the maintenance of the DEFAC.

Reports to: SVCS OIC

Admin (ADMIN)

Admin staff members are responsible for keeping track of all documents/paperwork related to the encampment.

Reports to: ADMIN OIC

Medical (MED)

Medical staff members are responsible for the basic treatment of minor injuries, under the guidance of the MED OIC and Senior Medical Staff. Medical staff will be assigned a squadron to accompany on a daily basis.

Reports to: MED OIC

Communications (COMMS)

Communications staff members are responsible for distributing, coordinating, and maintaining communications equipment under the guidance and directive of the Senior Communications Staff.

Reports to: Senior COMMS OIC

Cadet Flight Staff

Squadron Commander (SQX/CC)

Squadron Commanders are responsible for the training and development of the students and staff in their respective squadron. The Squadron Commander will work with the First Sergeant to ensure the squadron is following the daily schedules, and to provide adequate feedback on flight staff performance to the flight staff. The Squadron Commander will also attempt to resolve any disputes or conflicts that arise that the flight staff are not able to resolve at their level.

Reports to: Cadet Deputy Commander of Operations

First Sergeant (SQX/1SG)

First Sergeants are responsible for assisting the Squadron Commander with their respective duties and responsibilities as needed. First Sergeants will primarily provide mentorship to the

Flight Sergeants rather than the Flight Commanders. First Sergeants also are responsible for developing Physical Training (PT) plans for their squadron in coordination with the other First Sergeants at the encampment.

Reports to: Squadron Commander

Flight Commander (XFL/CC)

Flight Commanders are responsible for the training and development of the cadets and flight sergeant in their flight. The Flight Commander will work with the Flight Sergeant to create plans for flight time, ensure students are aware of and complying with inspection standards, and resolve any disputes within the flight.

Reports to: Squadron Commander

Flight Sergeant (XFL/CD)

Flight Sergeants are responsible for the training and development of the cadets in their flight. The Flight Sergeant is the first link in the chain of command for students.

Reports to: Flight Commander