

STAFF VACANCY ANNOUNCEMENT

SOUTH CAROLINA WING STAFF VACANCY ANNOUNCEMENT

DIRECTOR OF CADET PROGRAMS

Suspense: 25 April 2025

Director of Cadet Programs

Responsible for overall management of the South Carolina Wing Cadet Program. Duties of the Director of Cadet Programs:

- Manages and directs all functions related to implementation of the CAP cadet program in subordinate units.
- Coordinate member-training accomplishments with other members of the staff.
- Monitor subordinate unit's progress toward the achievement of the Quality Cadet Unit Award program and its goals as established by National and Mid-Atlantic Region Headquarters.
- Disseminate information on the cadet program to enhance the goals mentioned above.
- Recruit personnel to assist in establishing new cadet units.
- Provide special assistance to all new cadet units.
- Administer national cadet special activities interviews for the SCWG.
- Provide command-wide cadet special activities.
- Coordinate and ensure equitable allocation of funds, property, and recognition in the cadet program.
- Work with the Wing Director of Education and Training to develop a wing training program to train unit and new Cadet Programs Officers.

POSITION REQUIREMENTS:

- Experienced CAP officer or NCO with an understanding of CAP structure and operations at the unit, wing, and region. (Required)
- Familiar with all CAP 60-series regulations. (Required)
- A Senior rating or higher in the Cadet Program Specialty Track (Desired). Hold at least a Cadet Programs Technician Rating. (Required)
- Previously served as a Unit Deputy Commander of Cadets (Desired).
- Previously served as staff at an encampment, staff training activity, cadet training weekend, or national cadet special activity. (Required)
- Completed Level II of the CAP Education and Training Program. (Required)

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ASSIGNMENT REQUIREMENTS:

- Unit Assignment: SCWG HQ Staff (MAR-SC-001)
- Position reports to: Wing Chief of Staff

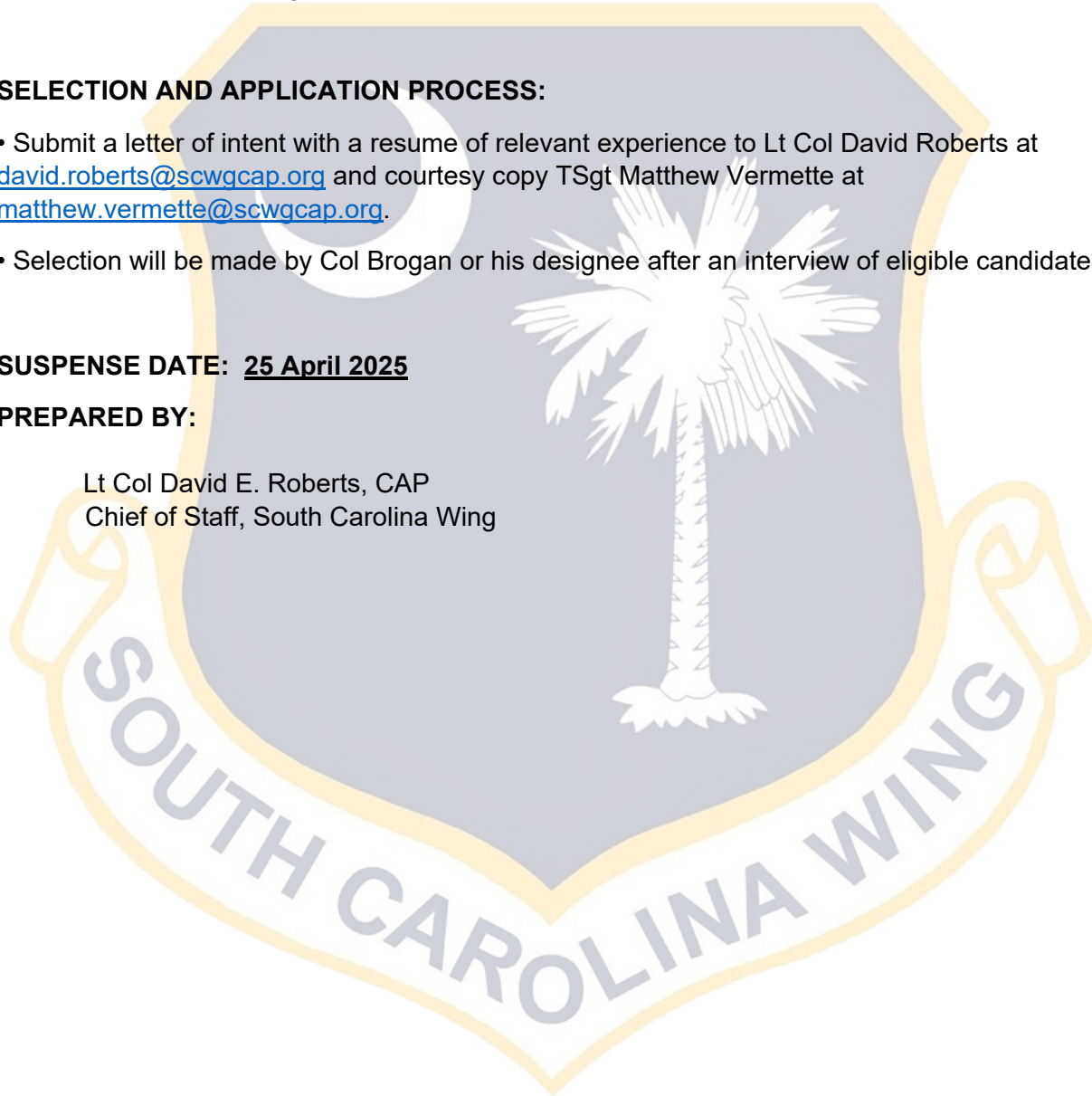
SELECTION AND APPLICATION PROCESS:

- Submit a letter of intent with a resume of relevant experience to Lt Col David Roberts at david.roberts@scwgcap.org and courtesy copy TSgt Matthew Vermette at matthew.vermette@scwgcap.org.
- Selection will be made by Col Brogan or his designee after an interview of eligible candidates.

SUSPENSE DATE: 25 April 2025

PREPARED BY:

Lt Col David E. Roberts, CAP
Chief of Staff, South Carolina Wing



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