TEXAS WING
Group I

SQUADRON LEADERSHIP SCHOOL (SLS)

OPERATIONS PLAN

9 & 10 June, 2018

COURSE DIRECTOR: Natalie Franc, MAJ

Updated: 23 May 2018
1. GENERAL

A. Squadron Leadership School

1. The primary purpose of this activity, is to provide SLS participants information, as provided by National Headquarters, to improve members’ practical and leadership abilities within CAP and understanding of how CAP’s core values impact operations and to prepare them for command.

2. The specific objectives are:
   a. SLS will provide participant’s a general understanding of the basic functions of a CAP Squadron

B. Training Location:
   El Paso Composite Squadron
   Address:
   8025-B Boeing Drive,
   El Paso, TX 79925

C. Primary dates & times

   Sign-in at 0800 9 & 10 June 2018. Training will begin at 0830 on Saturday and Sunday. Daytime activities end at 1630 (or when completed) on Saturday and Sunday.

D. Alternate dates: None

E. USAF Funding: None

F. Mission Symbol: None

G. Air Force Mission Number: None

H. OES Training Number: None
I. Contact Information:

Course Director: SLS: Natalie Franc, MAJ
Contact number: 808-594-8663   E-mail: Natalie.franc@gmail.com

The event staff will be organized by the course director, support staff and SLS instructors with additions and deletions made by these individuals as needed.

2. NOTIFICATION & APPLICATION

A. Notification

This training will be announced by being email to Texas Wing members and posted on the Texas Wing Calendar.

B. Application

Apply by email to SLS Course Director Maj Natalie Franc at Natalie.franc@gmail.com no later than 5 June, 2018, by submitting CAPF 17 (application for Senior Member Activities).

C. Exercise Capacity

All CAP senior members are eligible to attend this training. The maximum number of participants is 15 for the SLS. The minimum number of participants for each course is 4. If that number is not met by the application deadline the course will be rescheduled.

D. Course Fees

A course fee of $20 per participant will be charged to cover the cost of course materials and food. This fee will be collected by the EventBrite system prior to June 5th 2018. https://sls-grp1.eventbrite.com

E. Exercise enrollment procedures

All participants are required to submit a CAPF 17 Apply by email to the course director for the course of choice no later than 5 June 2018 and, each participant will sign-in on CAPF 11 prior to participation in this event.
3. SAFETY---------IS PRIORITY ONE

Participants are advised to be alert and careful at all times. Each participant must have authorization to attend from their commander in order to attend the course and their Form 160 (Emergency Contact Information) on their person.

4. UNIFORM REQUIREMENTS

Per CAPR 39-1, Appropriate CAP uniform will be worn by each student and instructor. The minimum uniform for all members (CAPM 39-1 1.2.) is Blue Service Uniform (Class B), or Aviator Shirt Uniform.

5. ADMINISTRATION

A. Each student will download and print their student workbook from the CAP National Professional Development web page. The SLS course is the Level Two Course: Technical Training.

B. The Course descriptions are located here
   SLS:

C. Sign-in

   All staff and participants at the project location require sign-in on CAPF 11.

   Credential Verification Procedures: All attendees will be checked at sign-in with current CAP membership card and CAPF 160.

D. Classroom

   Treat the facilities with the utmost respect. We expect the facilities to be returned in the same condition as it was made available, or a better condition. Items brought with you will leave with you in addition to items issued to you for the course.

   The attendees along with the project staff will clean the facility before departure.
E. Telephones

Please have the cell phones turned to vibrate or off during the course presentations.

6. LOGISTICS

A. Dining

Coffee and donuts will be provided both mornings

Lunch both days will be provided.

B. Medical

Emergency number is 911

C. Transportation

For those members flying in using corporate aircraft to the El Paso (KELP), Atlantic Aviation is the requested FBO to use and transportation will be arranged for travel from that FBO to the training facility. Please notify the course director if you will need transportation from the FBO.

For those driving, 8025B Boeing Drive is at the cross street of Boeing/Beech. The sign outside the building says Customs General Aviation Facility.

Parking: Free parking available outside the squadron.

D. Lodging

No special lodging arrangements have been made and will be the student’s responsibility, but there are numerous hotels in the area.
7. CONTINGENCIES

A. The exercise may be suspended or terminated, and CAP resources reassigned, ONLY at the direction of an active Redcap Incident Commander, WG/CC, or LO; otherwise, exercises are expected to continue as planned.

8. PREREQUISITES

A. SLS: Completion of Level 1 and assignment of a specialty track

9. SCHEDULE OF ACTIVITY

Squadron Leadership School Schedule

Saturday, 9 June

0800   Arrival, Sign-In, etc.
0830   1.1 Welcome to SLS
0900   2.1 Officership & The Public Trust
1000   4.1 Introduction to Leadership
1130   Lunch
1230   3.1 Squadrons: The Heart of CAP
1400   3.2 Squadron Staff Officers
1530   2.2 Introduction to Professional Development
1630   Depart for Day

Sunday, 10 June

0800   Arrival, Sign-In, etc.
0830   4.3 Creative Thinking & Problem Solving
1000   4.2 The Staff Officer as Communicator
1130   Lunch
1230   3.3 Individualized Training in Staff Specialties
1400   1.2 Course Critique & Graduation
1430   Depart for Home