

715 MOHAWK

2014

EDITION

CADET PARENTING FOR

NEWBIES

**EVERYTHING
YOU DIDN'T
KNOW YOU
NEEDED TO
KNOW ABOUT
PARENTING A
715 CADET**

**WRITTEN BY
PARENTS FOR
PARENTS**



***Welcome to
715
Mohawk Squadron***



***“Once a Mohawk,
Always a Mohawk!”***

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Welcome, Cadet Parents, to 715 Mohawk Squadron!

Well, here we are with our 2nd Edition of the “Cadet Parenting for Newbies”! Thank you to everyone who has given us feedback. We have made some slight changes and have added a few things we missed the first time around.

This guide has been written BY parents FOR parents!
We were once where you are now, and had to navigate our way through the year in the life of a cadet on our own. The expectations were clearly defined however the information didn’t always make it home, as we were dealing with 12 yr olds. ☺

We thought it might be helpful to describe, in some detail, the structure of the Cadet Program, run by the Commanding Officer and Staff, and the very necessary fundraising activities run by the Squadron Sponsoring Committee. We have also included information on some of the Cadets’ yearly activities.

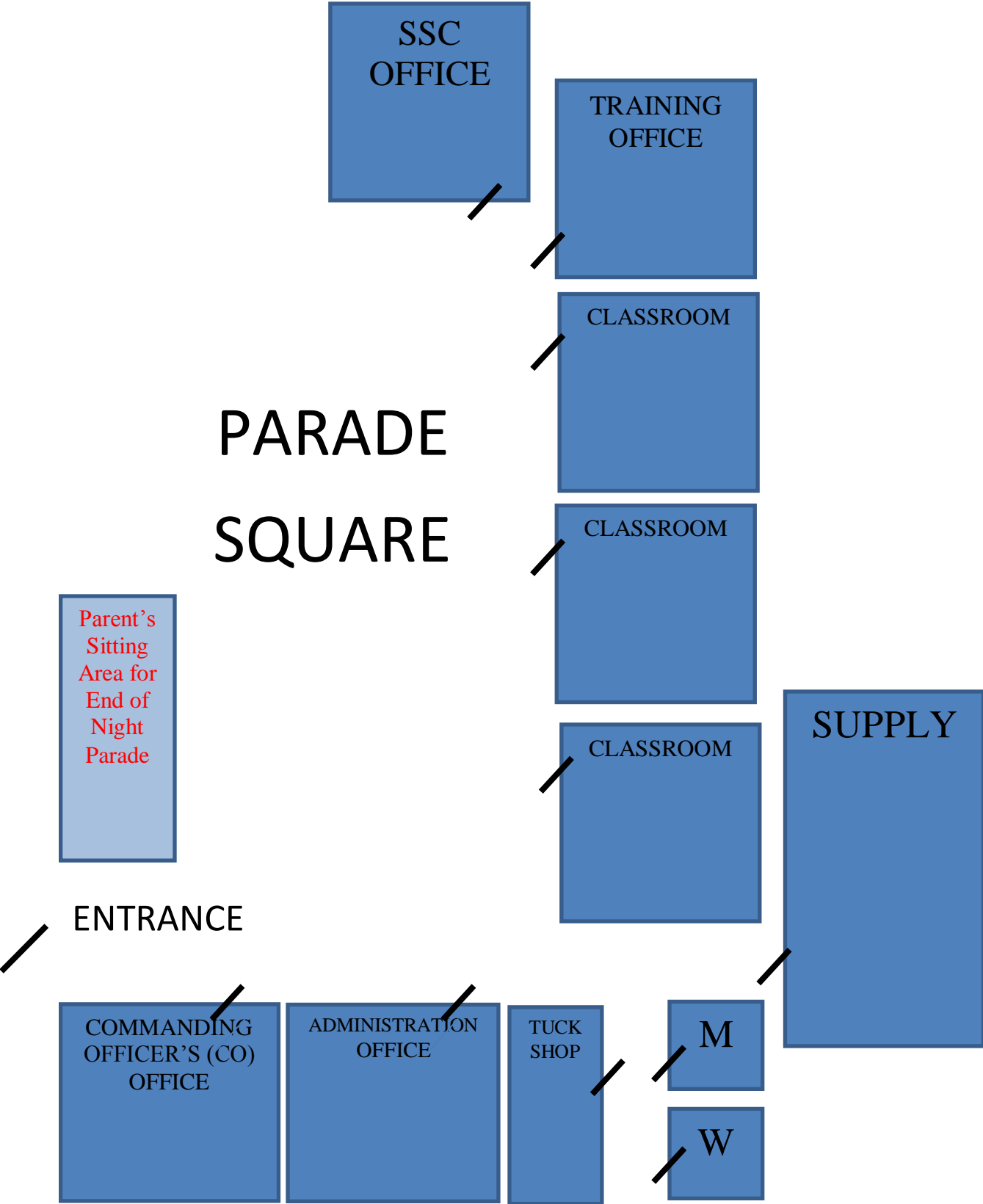
This guide is in no way meant to be a definitive manual on being a part of 715 Mohawk Squadron, but it’s a start. We hope it will continue to be a work in progress. Please feel free to let us know of any information that you wish had been included and we will share it as the guide continues to evolve.

We hope you find the information helpful!

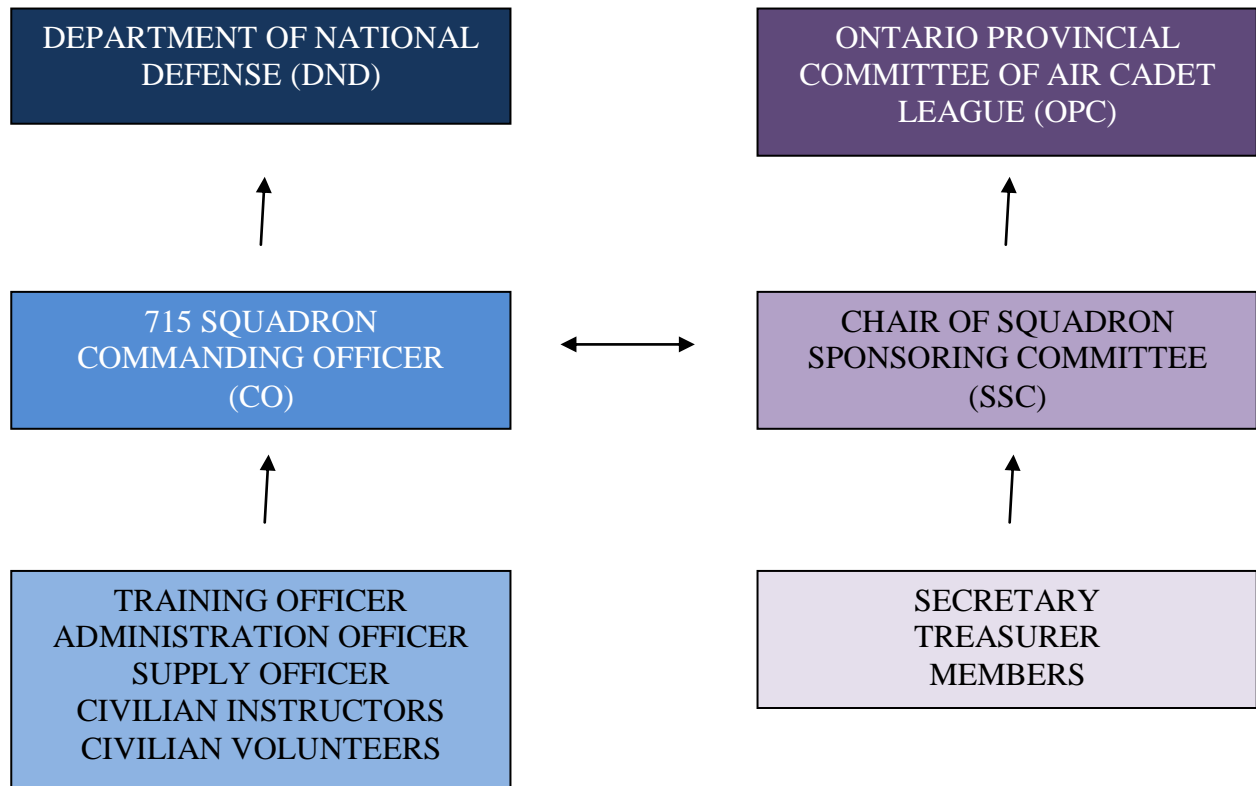
“Mothers”-in-Arms,

Karryn Shilliday and Liz Schroeder

MAP OF INTERIOR of 715 MOHAWK SQUADRON (Not to Scale)



715 MOHAWK SQUADRON / SSC ORGANIZATIONAL CHART



<p>For questions, comments or concerns regarding</p> <ul style="list-style-type: none"> • Training & Promotions • Scheduling • Cadet Program <p>Please direct them to the CO</p>	<p>For questions, comments or concerns regarding</p> <ul style="list-style-type: none"> • Fundraising – Tagging, BINGO, OPC Tickets, etc. • Finances – Squadron or Personal <p>Please direct them to the SSC Chair</p>
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Welcome Letter from our Commanding Officer



Dear Parents and Guardians,

As the Commanding Officer of 715 Mohawk Squadron I would like to welcome you to an exciting, demanding program of challenge, leadership and citizenship for our Cadets. As you will find out from this informative book our program is National and has been over 100 years in the making. It also seems to be a well-kept secret as most people know nothing of what we have to offer – this is something we aim to change!

My Officers – being Commissioned Reserve Officers – and Staff are trained specifically to deliver our program and to ensure that every Cadet has the opportunity to fully develop

and gain the most from this experience. Not every Cadet will become a Warrant Officer and not every Cadet will receive a Flying Scholarship or Aircraft Maintenance Course but, each and every Cadet will take something from their time with this very special group of young people that they will have as a life skill for ever. Most people who come through the system only realize when they become adults or parents themselves the impact of being a Cadet. The social skills, interview training, instructor training and Esprit De Corps are things that give our Cadets the edge in the future and are skills that hold strong no matter which direction life will take them.

I am very proud to be the Commanding Officer of Mohawk Squadron and to be able to offer our Cadets these experiences in a safe and disciplined environment of trust and respect.

“Once a Mohawk – Always a Mohawk!”

Adrain Taylor

Lt

Commanding Officer

What is 715 Mohawk Squadron and the Royal Canadian Air Cadets?

The Royal Canadian Air Cadets is a national youth organization for teens aged 12 to 18 (to their 19th birthday), sponsored and run by the Air Cadet League (a civilian organization) and the Department of National Defence. The organization is made up many training centres, gliding centres, and most importantly, the squadrons, of which every cadet is a part of. 715 Mohawk Squadron is one of 450 Air Cadet Squadrons across Canada.



Who can join Air Cadets?

To Learn, To Serve, To Advance

Any Canadian citizen or landed Immigrant in good health can join as early as 12 years of age, and can remain until they turn 19, the age at which they must retire.

How much is it going to cost me?

Air Cadets is sponsored by the Squadron Sponsoring Committee and the squadron raises its own money during the year by Tagging and various fundraising activities. The Canadian Forces provides uniforms, and instructors. There is a small yearly activity fee however no one is denied access to the program because of inability to pay. The fee is \$125 per Cadet which now includes the \$75 Admin fee and \$50 for a book of OPC tickets. Since you will have pre-purchased a book, you can either, enter your name on all the tickets and submit the stubs, or you can sell the tickets, submit the stubs and keep the money. Remember, Cadets are still expected to sell at least 2 books of tickets. (For more information on OPC Tickets, please see the Fundraising Section). Please bring the money/cheque for the fee by the end of September. You will receive a Child Fitness Tax Receipt for the \$75 when payment is received. Cheques can be made payable to *Mohawk Air Cadet Sponsoring Committee Inc.*

Does my Cadet have to join the military?

Air Cadets are not members of the Canadian Forces, nor will they ever be asked to join. If you choose to join though, you will have a great advantage over other applicants (most high-ranking officers in the Canadian forces started off in the cadet program). However, you will never be required to serve with the military.

Does my Cadet wear a Uniform?



Your new Cadet will be measured for their uniform by the Supply Officer. Until their uniform arrives, your Cadet will be expected to wear black pants and a white dress shirt (no jeans or T-shirts) to parade nights. The uniform and boots are the property of the Squadron but your Cadet will be expected to look after them as if they were their

own. The Cadets will be shown how to shine their boots and keep their uniforms up to standard. Don't worry, as your Cadet grows, their uniform will be replaced with one that fits!

Badges are to be placed on certain parts of the uniform, which can sometimes be confusing for Cadets and parents alike. We have included information on Dress Regulations and the Numbered Orders of Dress for Air Cadets.

A complete illustrated reference can be found at the following website:

<http://www.aircadetleague.com/common/documents/images/cato/cato%205-04%20annex%20f.pdf>

Air Cadet Dress Regulations

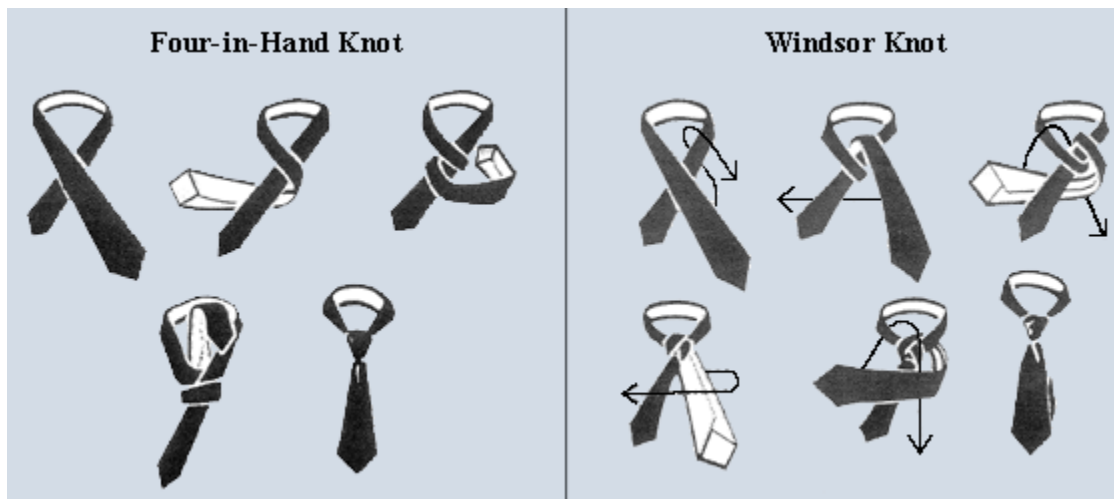
Your uniform is Government property. When you joined cadets your parents signed your enrolment form. By signing the enrolment form, your parents have taken responsibility for all parts of your uniform. As a result, you are responsible for the maintenance of your uniform. You should follow these simple rules:

- Do not leave your uniform lying around.
- Mark your name in every piece of your uniform.

- Return damaged or poorly fitting parts of your uniform to your squadron supply and get new parts.
- Be sure that any parts of your uniform that you return are signed off when you return them. You have a right to insist on this, even to an officer or senior cadet.
- You must return your uniform promptly if you leave the squadron.

Common Uniform Items

Name Tag: Each cadet will be issued one name tag. The standard CF name tag shall be detachable, made of blue and white laminated plastic plate 6.3 cm in length and 1.2 cm in height, inscribed with white lettering .6cm high, and shall show the surname of the cadet only. Name tag is worn centered above the flap of the right breast pocket of the tunic.



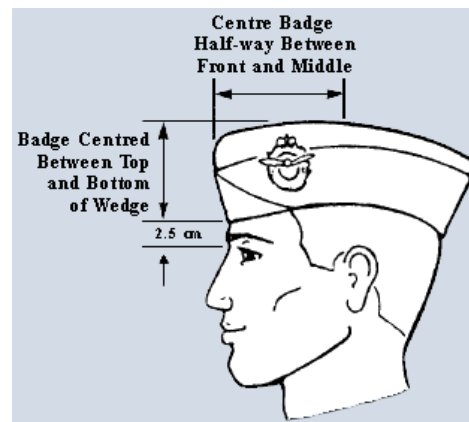
Necktie: Your necktie should be ironed and tidy. The knot should be compact and the tie done up to the collar when worn.

Tunic should be well pressed, all pocket buttons buttoned, all front buttons (except the top) are also fastened. The sleeves of the jacket shall be roll-pressed with no creases. Be sure your belt is even with no twists. The buckle of your tunic belt is to be centered. The pockets of your tunic should not bulge.

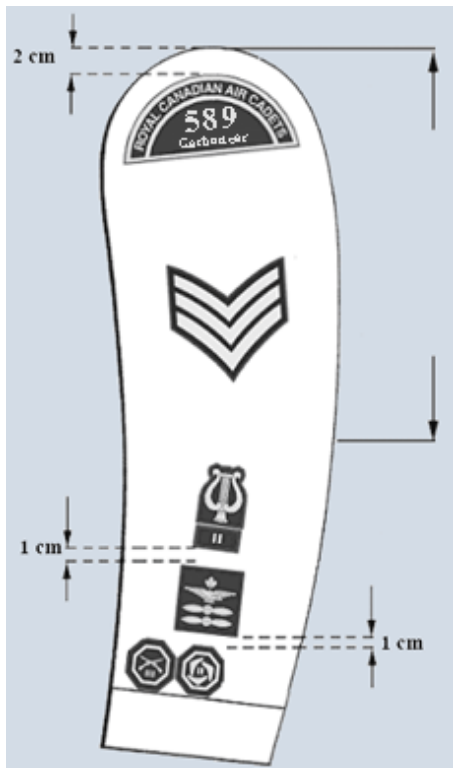
Shirt should be neatly pressed when worn. The only crease in the shirt should be down the center of each arm beginning at the center of each epaulette. It may be helpful to starch the collar of the shirt to prevent it from becoming limp.

Cap Badge is worn on the left side of the wedge. The center of the badge is positioned half-way between the front and middle of the wedge and it is centered between the top and bottom of the wedge. (Ref. Figure 2-14 in the Level 1 Cadet Handbook)

Wedge Cap: You wear your wedge on the right side of your head. The lower point of the front crease of the wedge is to be in the center of your forehead. The front edge of the cap is to be 2.5 cm (1 in.) above your right eyebrow. If you remember that the bird on the cap badge should look toward the sky, you will always have the cap on the right side of your head. To be sure the cap is 2.5 cm (1 in.) above the right eye brow, you can use the measurement of the width of two fingers. If your hair hangs down on your forehead you should be sure to tuck it under your wedge when in uniform.



Trousers/Slacks should be well pressed. Creases should be sharp. Creases in male pants go up the front center of each leg and extend to the waist, inside the first belt-loops. Creases in female slacks go up the front center of each leg and extend to the corner of the pocket. Rear creases extend up the center of the pant leg and meet in the back at the waistband, forming a "V."



Shoulder Badge (Shoulder Flash) is worn on both sleeves of the tunic only. The top of the badge is to be 2 cm below the shoulder seam. (Ref. Figure 2-20 in the Level 1 Cadet Handbook)

Proficiency Badge is centered on the left sleeve of the tunic worn immediately above the cuff. If Fitness Program, Marksmanship Classification, or Glider Pilot Familiarization Badges are worn, the bottom edge of the badge is worn immediately above the cuff and the Proficiency Badge will should be placed 1 cm above. (Ref. Figure 2-20 in the Level 1 Cadet Handbook).

First Aid Badge (Emergency or Standard) should be on the left-sleeve, centered, 7.0 cm from the bottom of the sleeve, or 1.0 cm above the proficiency badge, if one is worn. (Ref. Figure 2-20 in the Level 1 Cadet Handbook)

Rank: The rank badge is worn centered, midway between the elbow and the upper shoulder seam.

Socks will be the gray wool socks that are issued to you by your squadron. If you are allergic to the material in the socks, you may wear other socks made of a suitable material and color. Another option is to place sports socks under your issue gray socks.

Overcoat may be worn when the weather is appropriate. You may turn up and button the collar in severe weather. The appropriate epaulette can be worn with your overcoat. Your overcoat is to be kept buttoned whenever it is worn.

Boots: Your black issue boots are laced straight across, as illustrated below. You shall keep them in good repair and well shined. The following is one method used to get a good shine on boots:

- remove dust and dirt from the boot with a soft damp cloth (do not use this cloth for polishing).
- use an old toothbrush to remove dirt from the welts.
- use the toothbrush, with polish, to blacken the welts.
- apply a moderate amount of polish to the area of the boot you will polish first. Use a polish cloth or other soft cloth wrapped around your index finger and dampened in cool water. You should work one section of the boot at a time. Apply the polish in a circular motion. Start with larger circles to cover the area with polish. Use smaller circles as the polish works into the boot. Continue with the circular motion until you can no longer see the circles formed by the polish.



You will have to continue applying coats of polish in this way until the boots have a high gloss. Considerable patience is required with new or previously unpolished boots.

Jewelry: Cadets may wear wristwatches, ID or Medic Alert bracelets and rings that are not of a costume jewelry nature. Female cadets may wear a single pair of plain gold or silver stud earrings in pierced ears. The silver stud earring, worn in the center of each earlobe, shall be spherical in shape and shall not exceed 0.6 cm in diameter. No other type of earring shall be worn, except for a gold or silver healing device of similar shape and size, which may be worn while ears are healing after piercing. Only a single earring or healing device, worn in the center of each ear lobe, may be worn at a time.

Hair - Males: No more than 15 cm in length, and sufficiently short so that when head-dress is removed, no hair shall touch the ears, or fall below the top of the eyebrows. Be not greater than 4 cm in bulk at the top of the head. Hair should be styled so that it does not present a bizarre or exaggerated appearance, or interfere with the proper wearing of any cadet head-dress. Sideburns shall not extend below a line horizontally bisecting the ear; be squared off in a horizontal line at the bottom edge; and be taper-trimmed to conform to the overall hair style and be of even width.

Hair - Females: Hair shall be kept neat and well groomed and shall not extend below the lower edge of the shirt collar. Different hairstyles are permitted within the limits that it does not look exaggerated, bizarre or contain hair colors such as green, bright red, orange, purple, etc. Excessive fullness or extreme heights are not authorized. In no case should the hair preclude the proper wearing of the cadet's head dress. Hair ornaments shall not be worn. Every effort shall be made to ensure that bobby pins, hairpins, and similar items used to secure hair are as unobtrusive as possible. Female cadets are authorized to wear make-up, but only conservatively. This precludes the use of false eyelashes, heavy eyeliner, brightly colored eye shadow, colored nail polish, and excessive facial make-up, etc.

Note about Ironing: *When ironing your pants and tunic you should use a pressing cloth. A pressing cloth may be a towel, pillowcase or other piece of cloth. Some people also use an open brown paper bag. The pressing cloth will prevent your tunic and pants from becoming shiny due to ironing. You should also use a pressing cloth when ironing your wedge and necktie. The creases in your trousers/slacks sharpen with the use of a moist pressing cloth or by wetting the crease itself.*



AIR CADET UNIFORM – NUMBERED ORDERS OF DRESS

C-1 COMPOSITION - CEREMONIAL

Wedge, shirt with necktie, jacket, trousers or slacks with belt, boots and grey wool socks.

1. Worn with medals and pins on the jacket
2. Worn with cloth or embroidered pilot wings on the jacket but not the metal pilot wings
3. Name tag may be worn on the jacket at the discretion of the squadron CO

OCCASIONS

- a. formal ceremonies or parades
- b. guard of Honour
- c. church services or parades
- d. funerals
- e. other occasions as ordered

C-2 COMPOSITION - ROUTINE TRAINING DRESS

Same as C-1, except that the medal ribbons replaces the medals.

OCCASIONS

- a. routine training dress for day to day
- b. routine parades
- c. appropriate social occasions
- d. must be worn while travelling to and from the CSTC
- e. other occasions as ordered

C-2A COMPOSITION - ROUTINE TRAINING DRESS

Same as C-2, without the jacket.

1. Rank slip-ons shall be worn on the shirt
2. Medal ribbons and the Cadet Certificate of Commendation pin may be worn on the shirt
3. Metal wings may be worn on the shirt, but not the cloth or embroidered pilot wings
4. Name tag may be worn on the shirt at the discretion of the squadron CO

OCCASIONS

- a. may be authorized, all year round, for indoor training
- b. not to be worn when travelling or outside of the squadron training area
- c. other occasions as ordered

C-2B COMPOSITION - ROUTINE TRAINING DRESS - SUMMER

Same as C-2A, without the tie.

OCCASIONS

- a. during summer dress period at the squadron: (1) routine training dress for day to day, (2) routine parades, and (3) appropriate social occasions.
- b. year round for indoor training
- c. other occasions as ordered

What do Air Cadets do?

Air Cadets in 715 Mohawk Squadron meet once a week on Tuesdays from 6:30 to 9:30 pm at the Squadron. While there, they undergo the standard classes that are part of the Air Cadet program. That is, aviation studies, citizenship, leadership, effective speaking, outdoor survival, drill, sports and more. Parents are encouraged to come into the Squadron on parade nights around 9pm. You will have the opportunity to see promotions and merit awards and hear the announcements from the Commanding Officer and the Warrant Officer. These are the times that the functions are announced and explained and when the dates and times for the different squadron teams are mentioned.

Training on Tuesday nights is only the core of the program, the standard classes that all squadrons teach. It is the training and the teams on the squadron level, on weekends and other weeknights, that really make up all the opportunities in the program.

*Please Note: A very important event for all cadets is the **Annual Ceremonial Review** at the end of the Cadet training year. Attendance is mandatory for this event so be sure to place it in your calendar early. The ACR for the training year is typically held on the first Saturday of June. It is a full day event for the cadets, with family and friends arriving in the afternoon to watch the Ceremony. This event is the culmination of all of the Cadets' hard work throughout the year. The Squadron is reviewed and inspected by a visiting Officer, member of the Air Cadet League or member of the Ontario Provincial Committee. The Teams and Clubs also take part and have the opportunity to show both static displays and active demonstrations of everything they've been working on throughout the year. Also, the year-end awards are presented at the Annual Ceremonial Review!

This is a wonderful event for family and friends to attend, and is a great opportunity to show their continuing support of their Cadet(s)!

Who teaches Air Cadets?

Air Cadet Instructors are often past cadets themselves. They are members of the community and hold civilian occupations in areas such as business owners, police officers, medical persons, and school employees. Higher ranking air cadets are also instructors, as well as members of local military units.

What are some of the extra activities that 715 Mohawk Squadron does?

First of all, the squadron has many year-long teams, including drill teams, a range (shooting) team, and a flag party. We also have sports competitions, ground school classes (a prerequisite for glider/private pilot licenses), and much more. Your cadet is eligible to take part in most teams and activities. The Swim Competitions and Volleyball Competitions are something all cadets can take part in if they wish. They are fun competitions, designed to build camaraderie between fellow cadets at other squadrons. The Drill Team is a weekly commitment and attends a number of competitions throughout the year.

FTX stands for Field Training Exercise. These weekends are mandatory for your Cadet to attend as they give the opportunity for the Cadets to meet some of the requirements of the Cadet program. They are fun weekends that are fully funded by the DND so they don't cost you anything. The Cadets meet at the Squadron on a Friday evening, are bussed to the camp location (this is often a DND base) and bussed back to the Squadron on Sunday afternoon/evening.

715 also takes part in the Duke of Edinburgh Awards and offers your Cadet the opportunity to enroll in the program. (Please note that the registration fee for this program goes directly to the Duke of Edinburgh Award program for log books and materials.) This is a great opportunity for our Cadets! For more information on the Duke of Ed Awards, go to www.dukeofed.org.

Gliding is offered 3-4 times a year and is dependent on good weather. Your Cadet will be required to sign up for gliding, as only a certain number of Cadets are able to go.



The LAC's and AC's get preference to go first. The Cadets generally meet at the Squadron and travel as a group to the airpark in the Niagara area. Drivers are usually needed and it's a lot of fun to go along and watch the cadets for the morning or afternoon (depending on the gliding shift our squadron is given). The glider pilots are senior cadets who have received their pilots' licenses and are trained to take your cadet up as a passenger. Maybe one day it will be YOUR child flying the other cadets!

Can my Cadet get his or her pilot's license?



Yes! Air Cadets offers two Transport Canada Pilot licenses, The Glider Pilot License (GPL) and the Private Pilot License (PPL). Scholarships are offered to air cadets in order for them to get their pilot licenses at various airfields and flying clubs around the province. The licenses are free through Air Cadets (the GPL normally costs approx. \$25,000, while PPL normally costs around \$50,000), cadets just have to pay with their dedication and hard work in the squadron.

What if my child does not want to fly? Can they still join Air Cadets?

Absolutely! Flying is only a small part of Air Cadets. An interest in aviation is usually what draws youth to the Air Cadet program, however, there are many other opportunities that Air Cadets offers, such as band, survival skills, drill, marksmanship and leadership. They can also pursue interests in air traffic control, aircraft maintenance, and airport management.

Does the program run in the Summer?

715 stands down for the summer from regular parade nights, however summer courses are a very big part of Air Cadets, and are run every year in July and August. There are many different courses ranging from 2 to 7 weeks. Cadets are not required to attend the courses, but it is highly recommended. You can take everything from basic cadet courses to advanced technical training, and from leadership courses to aerospace studies and make great friends from all over Canada in the process! Summer courses are free, and each cadet is actually paid a training allowance of \$60 per week. Eventually an experienced cadet can apply for staff positions for summer courses, and get pay equivalent to a full-time summer job.



Attending Summer Training is not a right, it is a privilege. Each Cadet is evaluated throughout the training year and those individuals deserving are recommended for Summer Training. Regular attendance at Parade nights, participation in fundraising and community volunteer hours are all taken into

consideration. Please note - All first year Cadets (LAC /AC) who are eligible, attend General Training (GT). It is in their 2nd year that they have the opportunity to apply for specific Summer Training courses.

The process for applying for Summer Training is a lengthy one. The applications are typically distributed in late November and need to be returned to the Command Staff in December. If you have questions about completing the forms, please ask, as they must be completed properly for submission. The applications are then forwarded to the Department of National Defense (DND) and/or the Air Cadet League and Ontario Provincial Committee for consideration. The CO may start receiving course offers for cadets as early as mid-March, but it may be as late as the end of May, beginning of June and perhaps even LATER! There are 2nd and 3rd rounds of offers sent. We have even had cadets received offers the day after their Summer Training Course has already started. If for

some reason a Cadet registered for the Course cannot attend the spot becomes available, so the CO may be contacting you! If you apply for a course, please make sure you are available on the dates you have submitted. The applications trickle in, so your patience is appreciated.

What part does 715 Mohawk Squadron play in the Community?



Poppy Days

Every November the Cadets offer poppies to the public along with our Veterans. Cadets will sign up for the shifts (Thurs and/or Fri evening and Saturday morning and/or afternoon) and meet at the Burlington Legion at 828 Legion Road, Burlington, Ontario, L7S 1T6. (If the Cadet signs up for both shifts on the Saturday, lunch will be provided.) Cadets will be sent out in mixed groups of Air, Army and Sea Cadets. Parents are needed to drop off and pick up the Cadets at given locations. Cadets must be brought back to the Legion so they can drop off their money boxes. Cadets in high school will be able to accumulate volunteer hours for their time spent collecting for poppies.

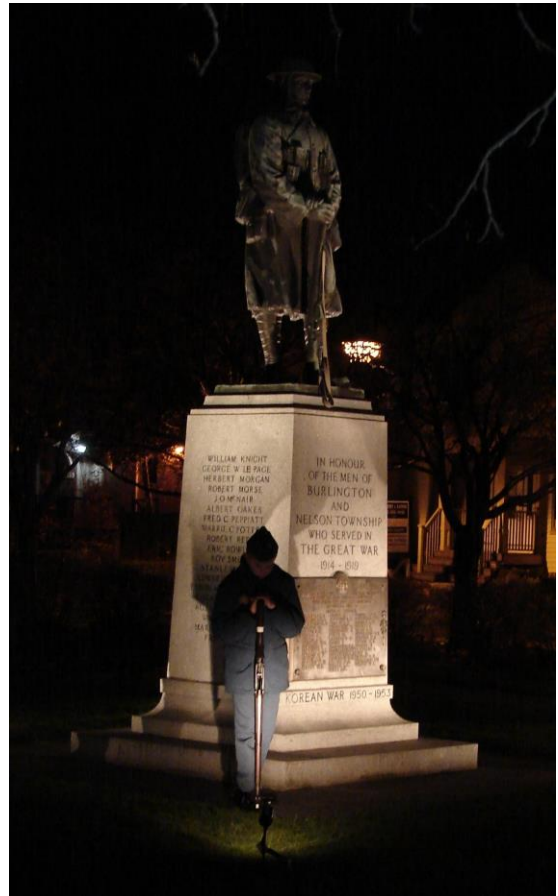
A note about collecting for Poppies: We would like to see full attendance for this very important event, as it directly supports our Veterans. The Air Cadet presence has been lacking the last number of years, typically overshadowed by the Sea and Army cadets. It's important for our Cadets to participate and show the Royal Canadian Legion that 715 supports our Veterans.

November 10 – 11 Cenotaph Vigil and Remembrance Day Parade

Every year, to honour our veterans, Cadets from 715 participate in an overnight Vigil at the Burlington Cenotaph. The Air Cadets and Army Cadets, along with an Officer, will attend the Cenotaph in groups of 5 for one hour shifts from sunset on the 10th until the 11th hour of November 11th. Each group of 5 is a mix of Junior and Senior Cadets.

Please note – Senior Cadets typically complete additional shifts and usually attend the late night/early morning hours. During the time they are not at the Cenotaph, they will be housed locally and will be supervised by the CO and/or Squadron Staff. After breakfast, the Cadets take up their designated position in preparation for the Remembrance Day Parade. Cadets are encouraged to participate in the parade even if they cannot attend the Vigil.

If you have never attended this special event, please consider it, as it is a very moving experience and a truly valuable opportunity to show support for our Veterans. Dropping by during the evening/night hours, allows for a peaceful time of reflection.



After the Service and Parade are finished, Cadets can be picked up at their original drop off point, where their overnight gear will be waiting.

If your Cadet wants to participate in the Parade, and requires a letter of absence for their teacher(s), one is available from the CO.

Santa Claus Parades

715 participates in the Burlington Santa Claus Parade, as well as parades in neighbouring communities. Cadets are encouraged to march in these parades to show support for the Squadron. Details are made available close to the parade dates. Make sure you check the Squadron calendar in November and December for these activities.

Serving at Dinners for the Royal Canadian Legion of Burlington



At different times throughout the year, the Legion requests help serving meals at Legion events. If your cadet offers, is asked, or is chosen to help, they will be given a time to arrive in Full Dress (C1) and will then be put to work serving meals, tea and coffee. They will also help with clearing tables as needed. Cadets are expected to find their own way to and from the Legion at 828 Legion Road, Burlington, Ontario, L7S 1T6. Cadets are usually fed a meal when they participate. These events are typically only a few hours in length and provide a great intergenerational experience!

Highway Clean-Up

715 Mohawk Squadron sponsors a part of the QEW and is responsible for cleaning up the area along the side of highway (protected). This is an annual event and as many cadets as can attend helps make the work go quickly. It's usually held on a Saturday morning and the Cadets typically come back to the Squadron for pizza afterwards. It's always a challenge to see who can find the most "interesting" item of the clean up!



Squadron Sponsoring Committee (SSC)

The Squadron Sponsoring Committee represents the civilian side of the Air Cadet Program, which works alongside the Canadian Forces to support 715 Mohawk Squadron. The SSC is a group of parents/guardians/civilians who assist in raising funds for training and providing support and other assistance to the Commanding Officer. It operates under by-laws laid out by the Air Cadet League of Canada, including maintaining strict financial controls.

The SSC is required to provide a location for the Squadron, cover operating and administrative expenses, furnish awards and scholarships, and cover other costs not funded by the Department of National Defence. To run 715 Mohawk Squadron, the expenses are roughly \$50,000 per year, before any trips or extra activities for the Cadets! This is why our fundraising efforts are **so** important!

The members of the SSC may be parents, members of service clubs such as the Royal Canadian Legion, parents of cadets, or simply members of the community who want to play a role in ensuring the success of the squadron. The different positions are typically elected, depending on interest and the numbers of members interested in taking on the various roles on the Committee. All members of the SSC are screened under the Vulnerable Screening Sector (VSS) guidelines, as is the case with all volunteers who have an active role in the squadron.

Welcome to 715 Mohawk Squadron from the Squadron Sponsoring Committee!

The Squadron Sponsoring Committee needs YOU! ☺
Parent volunteers are the core to running a successful squadron. We believe in the old adage that "Many hands make light work!". The SSC works very hard to accomplish all of the things that must be done, but we find ourselves in need of more "hands" to make that adage a reality. The SSC runs numerous events and fundraisers throughout the year and needs parental involvement to make things run smoothly, efficiently and successfully.

Please let any committee member know if you are interested and/or available. You can find one of us in the SSC Office on Parade Nights. We would be very, very grateful for any and all assistance offered!

Thank you very much in advance. We look forward to working with you and supporting 715 as they work towards becoming the top squadron in Canada!

Karryn Shilliday
SSC Chairperson

715 Fundraising Efforts

BINGO!!



Bingo is the largest and most important source of funding for the Squadron and it is necessary for 3 parents to attend every Sunday morning from 8 – 11:30 at Bingo Connection in Burlington. The SSC will make the schedule and post it in the Squadron. You can also contact the SSC to let them know your preferred shift dates. If you do not have a preference, you will be

scheduled every 3-4 months for a Sunday shift and it will take up approximately 3 1/2 hours of your time. No experience is necessary - you will receive some informal training when you arrive.

If you cannot attend your scheduled Bingo shift you are asked to contact the Bingo coordinator to let them know in advance so they can cover your shift. If 3 parents are not in attendance for a Bingo, the entire shift will be forfeited and the Squadron will not be paid for that day. Working the BINGO is not only a great way to support our cadets, but it is fun to get to know the other parents as well! In the event working a Bingo is not for you, there are many other ways you can take an active role in fundraising for the Squadron. Please let the SSC Chair know if you would prefer to participate in another fundraising activity.

Tagging

What is Tagging?

"A day on which contributions to a fund are solicited, each contributor receiving a tag".

Tagging is an extremely low risk method of raising considerable funds over a weekend. In short, a tagging is when cadets stand outside of local businesses (ones that have been approached and permission obtained to do so) and ask "Would you like to help support air cadets" to people entering or leaving. For each donation, the cadet hands out a "tag" which the person can wear showing that they have supported the squadron.



Tagging weekends are run twice a year – Fall and Spring, rain or shine. These are mandatory for the Cadets and they are expected to attend a minimum of 4 shifts per weekend. Shifts are broken up into 6 time slots – Thursday evening, Friday evening, Saturday morning, Saturday afternoon, Sunday morning and Sunday afternoon. Lunch is provided for Cadets who attend both shifts on Saturday and Sunday. The more Cadets that attend tagging shifts, the more money can be raised that will go back into the Squadron for the Cadets. Your Cadet will sign up during a parade night and they are expected to show up for the shifts they sign up for. The locations that have been arranged by the SSC are based on the number of Cadets that show up. If your Cadet signs up and then cannot show up they are expected to call the Squadron and/or email the SSC before their shift to explain their absence.

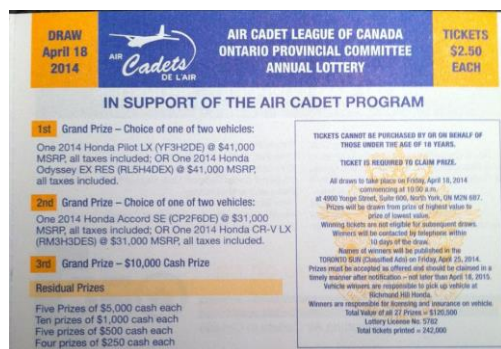


Parents are needed to assist in the tagging weekends as drivers and counters. Please sign up with the SSC on a parade night before Tagging.

If you agree to be a driver, your driver's license and insurance will be photocopied and kept on file. You will then be given a location to drive cadets to and pick up from. The drop off location and pick up location will be the same. If you are dropping off your own Cadet and their partner, you will be required to bring both of them back to the Squadron to drop off their money boxes before you head home. Helping out the squadron in this way will only take up to an hour of your time but is greatly appreciated.

If you agree to be a counter, you will generally not be needed until Friday evening, Saturday morning and/or afternoon and Sunday morning and/or afternoon. You will sit at a table and count the bags of money that were brought in from the previous shifts. How much time this will take is dependent on how many parents volunteer but generally it does not take much more than a couple of hours. "Many hands makes light work!" Please sign up with the SSC for counting. You do not have to sign up for ALL of the shifts, just those that are convenient for you. Any help is appreciated!

OPC Tickets



All monies raised go towards the provincial gliding programs and pilot scholarships for the cadets, as well as continued support of the programs at the Squadron level.

OPC stands for Ontario Provincial Committee. Each Cadet is required to

sell a **minimum** of 2 books of lottery tickets each year. The first book has already been paid for with your Cadet's Registration Fee. You can choose to pay up front for your second book of tickets (definitely the easiest thing to do!), or return the money and the ticket stubs, once the book is sold. *Don't forget to return the ticket stubs for your sold tickets or the people who have bought tickets from you cannot win!* The tickets are easy to sell as they are inexpensive (2 for \$5!) and the prizes are great (cars/cash)! The Cadets need to sell as many books of tickets as possible, as the Squadron is mandated to sell a certain number every year. Any tickets which are unsold still have to be paid for by the SSC, which results in less money for the Cadets. The Cadets will also be signing up for shifts to sell additional ticket books at the Community booth at the local shopping mall. Selling the tickets is a win/win situation – especially if you end up holding a winning ticket! Please note: The OPC takes into account the number of books a cadet has sold who is hoping to receive one of the Pilot Scholarships for Summer Training.

FundScrip



FundScrip is a Canadian fundraising program that asks supporters of 715 Squadron to pay for their everyday purchases (i.e.,

groceries, gas, gifts and household items) with gift cards bought through the FundScrip program. This has got to be one of the simplest fundraisers we use. You can help support the Squadron by purchasing gift cards for items you purchase regularly, like gas and groceries. Go to www.fundscrip.com and use Invitation Code

CZX4TE and you will be added to the 715 Mohawk Royal Air Cadets Group!

A percentage of the gift cards purchased is donated to the Squadron! This is a great program especially around Christmas time for gifts, but also for budgeting purposes! You can get more details from the SSC Office.

Tuck Shop

Don't forget the Tuck Shop for parade night snacks, small Air Cadet mementos (stickers, pins, magnets), and drinks and snacks for sports and activity nights. Last year the proceeds from the Tuck Shop helped pay for the Cadets' year end trip!

United Way Contributions - Workplace Campaign (Payroll Deduction):



If your employer runs a United Way Workplace Campaign through Payroll Deduction, did you know that you can direct these tax-deductible charitable donations to 715 Squadron? When you are offered the opportunity to support your United Way workplace campaign, simply fill out the section of the form marked "Other Canadian Registered Charities" as follows:

ORGANIZATION:

715 Mohawk Squadron, Royal Canadian Air Cadets

REGISTRATION #: 130387665RR0032

You should also know that we are not asking you, or encouraging you to redirect your existing United Way gifts to the Squadron. The United Way carries out very important work and provides social services to tens of thousands of people from our region. If you're currently supporting them, we hope you'll continue to do so. If you have questions about the forms, please contact the Chairperson of the Sponsoring Committee of 715 Mohawk Squadron.

Tax-deductible Charitable Donations:

Any person or organization may contribute a tax-deductible charitable donation to benefit 715 Squadron Air Cadets. A charitable donation tax receipt will be issued. Funds are allocated

for extracurricular events and optional training by committee decision, based on the ideas, needs and recommendations put forward by the Squadron Cadets and Staff.

Cheques: Please make cheques payable to Mohawk Air Cadets Sponsoring Committee Inc, and drop them off at the SSC Office on a Parade Night.

Gifts in Kind: The Squadron may also be interested in receiving gifts "in kind", and a charitable tax receipt, based on the fair value of that gift, may be issued. If you are offering such a gift, please contact the Chairman of the Sponsoring Committee, via email or in person.

Online Donations: We intend on adding this capability in the near future (Once we have an active WEBSITE!) so that you, or your friends and family from afar, may donate through credit card, PayPal or other online methods. The Squadron is not yet setup for online transactions or purchases.

Fundraising Ideas

There are a number of other fundraising opportunities throughout the year (Grey Cup Bottle Drive, Christmas Wreaths, Cheese Sales, Annual Squadron Garage Sale, to name just a few), however the SSC is always open to new ideas for fundraising! If you have an idea or have taken part in a successful fundraising campaign with another organization, please stop by the SSC office and let them know! The SSC Fundraising Coordinator is always looking for assistance, so if you think you can volunteer some time, let them know....we know it would be appreciated!

Some Final Thoughts and YOUR Role

Joining the Air Cadets is a big step for a young person. As parents, you can do a lot to support your son/daughter as they proceed through the Air Cadet Program.

Parents and/or guardians play a pivotal role in an Air Cadet's career beginning with your consent, on the appropriate forms, for your son and/or daughter to become a member of a cadet squadron. With the exception of regular weeknight training, cadets must also have written permission to attend other training opportunities, including weekend training, public parades, fundraising, etc.

Parents and/or guardians can also do a lot to help their daughter and/or son become successful in the Air Cadet Program by showing an interest in their training and by supporting them during the year. Some ways parents and/or guardians support their cadets include:

- Helping them organize their after-school time, so that they will have time for Air Cadets, school work, and other family commitments.
- Reminding them to look after their uniforms (washing, drying, ironing, polishing, sewing, etc.). However, it is important that the cadet do these things himself and/or herself.
- Adding Air Cadet training activities on the family calendar. Most training events (with a few exceptions) are planned well in advance and advertise from the beginning of the training year.
- Avoiding activities that conflict with major events, such as Tagging and the Annual Review.
- Transporting your son and/or daughter (and maybe some of their friends) or making arrangements with someone dependable and trustworthy to do so. Frequently, parents of close friends share this responsibility with each other to minimize the amount of driving.
- Encouraging the cadet to participate in squadron teams and activities. The more they put into the squadron, the more they will get out of the program.

Parents and /or guardians also play an important role in supporting the Squadron Sponsoring Committee. You will be asked

to choose 2 – 3 fundraising efforts to take part in over the calendar year (over and above your Bingo commitment). It's not hard to get involved and all of your efforts directly reflect on the success of the Squadron.

The success of each cadet will mirror the support received from their peers, superiors, and most of all, from their parents and/or guardians.

If you have any questions about the information included in this publication, please contact the Commanding Officer or the Chair of the Squadron Sponsoring committee. He/she will be able to answer your questions and provide you with additional information about squadron procedures, the Air Cadet program and the Air Cadet League.



“ONCE A MOHAWK, ALWAYS A MOHAWK!”