

Merit Review – General Knowledge

1. To you, what does a successful journey through the training program look like?
 - a. Commanded an activity
 - b. Participated in planning an activity
 - c. Instructed cadets in drill & classroom
 - d. Led cadets in an activity
 - e. Participated in sports
 - f. Participated in community service / fundraising
 - g. Attended summer training
 - h. Drill, dress & deportment of a high standard
 - i. Have held a parade position

2. What is the role of the Air Cadet League in the Air Cadet Program?
 - a. Administration
 - b. Non DND related funding (fundraising)
 - c. Public relations
 - d. Providing training facilities
 - e. Recruiting
 - f. Medals & Awards
 - g. NPF equipment to run program (gliders, glider camps, wilderness camps)

3. What is the role of DND in the Air Cadet Program?
 - i. Officers & salaries
 - ii. Officer training
 - iii. Uniforms
 - iv. Mandatory training
 - v. Rules & regulations
 - vi. Regional directed activities

4. Name the main components of a ceremonial parade?
 - a. March on
 - b. Receiving of Reviewing party
 - c. Inspection
 - d. March Past
 - e. Awards & Speeches
 - f. Advance in review order
 - g. Departing of Reviewing party
 - h. Fall out

Scoring these question on rubric. 1- as on rubric; 2- names 2 of the above; 3- names 3 of the above; 4 names 4 of the above; 5- names 5 or more of the above

Merit Review Board – Administrative Questions

1A. What is the critical administrative tool used to conduct an activity or an exercise and What are the elements of it?

- Op Order

1B.

- S > Situation
- M > Mission
- E > Execution
- S > Service & Support
- C > Command & Signals

2. What are the requirements for a Scholarship?

- need to be level 3 or higher
- you have to be selected by your CO
- Complete the application form
- provide school marks
- complete a narrative
- Service records are needed
- Course or staff cadet reports
- for glider you need to be 16 by Sept. 1 of that year height and weight restriction Max- H 190.5cm and W- 90.72kg, ground school test results, Medical certificate
- for power you need to be 17 by Sept. 1 of that year, weight restriction max 111.13kg, ground school test results, Medical certificate
- International exchange you need to be 17 by August 1 of the year the exchange is held and completed level 4, 3 completed iace association information forms with passport photo, CO report, 3 copies of passport.
- If selected by squadron CO you go through scholarship boards.

3. Why is taking attendance important?

- Scholarships
- Level training competition
- Safety
- Awards
- Citizenship tours
- Promotions

5A. Where can you find the Air Cadet League honours and awards manual? And Name one award and the criteria for it.

- On the Air Cadet League of Canada website. www.aircadetleague.com

- [CASARA FOUNDATION BURSARY](#) Candidates for this award must meet the following criteria:
 - a) Must submit a request for this assistance, stating their need and future intention
 - b) Must have successfully completed the Air Cadet Flying Scholarship Course
 - c) Must be actively involved in an Air Cadet Squadron
 - d) Must hold a valid and current Transport Canada Private Pilot License.
 - e) Must have obtained a high rating in written and flying tests carried out in conjunction with the Flying Scholarship Course
 - f) Must be interested using their flying skills to support others.
 - g) Must be recommended by their Commanding Officer and Sponsoring Committee Chair
 - h) Must have parent or guardian approval if the applicant is under 18 years of age.

- [SENNHEISER SQUADRON BAND MUSIC AWARD](#)
- [ROYAL CANADIAN LEGION AIR CADET OF THE YEAR AWARD](#)
- [PERRON AWARD \(FITNESS\)](#) This National Award will be presented annually to the Cadet who attains the highest physical fitness test score.
- [WEST JET PILOTS' ASSOCIATION PILOT TRAINING ACHIEVEMENT AWARD](#) Candidates for this award must meet the following criteria:
 - a) Must submit a request for this assistance, stating their need and future intention
 - b) Must have successfully completed the Air Cadet Flying Scholarship Course
 - c) Must be actively involved in an Air Cadet Squadron / program
 - d) Must hold a valid and current Transport Canada Private Pilot License.
 - e) Must have obtained a high rating in written and flying tests carried out in conjunction with the Flying Scholarship Course
 - f) Must be interested in pursuing a career as a commercial pilot
 - g) Must be recommended by the Commanding Officer and Sponsoring Committee Chair
 - h) Must have parent or guardian approval (if the applicant is under 18 years of age).
- [DALE, BIRCHALL AND YOUNG CITIZENS FOUNDATION SCHOLARSHIP AWARDS](#) The awards are open to students that are members of the Royal Canadian Air Cadets during the year of application, and they are awarded on the basis of Secondary School scholastic achievement, combined with outstanding performance as an Air Cadet. The amount of the award will be determined annually, and it will be dependent upon
 - the earnings of the investment trust. Each applicant will be considered for the three awards, but a recipient may receive
 - only one award
- [AIR CADET LEAGUE ANNUAL MUSIC AWARDS FOR EXCELLENCE](#) To be eligible for nomination, each Air Cadet must:
 - (a) Have completed a minimum of two (2) years continuous service as a member of an Air Cadet Pipe Band or Military Band by the date of nomination;
 - (b) Be at least a level five (5) instrumentalist. This is the minimum requirement for

- nomination;
- (c) Have rendered outstanding participation in Air Cadet or Cadet:
 - i. parades or engagements;
 - ii. squadron, community, provincial performances, etc. Please detail on application form.
- (d) Have demonstrated outstanding loyalty to their squadron and the Air Cadet Movement;
- (e) Have shown obvious dedication to the Air Cadet Pipe Band or Military Band musician training program;
- (f) Maintain outstanding dress, deportment, drill, and dependability.
- [PILOT TRAINING ACHIEVEMENTS AWARDS](#) Candidates for an award must meet all of the following Conditions of Eligibility:
 - (a) Must submit a request for this assistance, stating their need and future intentions;
 - (b) Must have successfully completed an Air Cadet Flying or Gliding Scholarship Course;
 - (c) Must hold a valid and current Transport Canada (TC) Private Pilot or Glider Pilot License;
 - (d) Must have obtained a high rating in written and flying tests carried out in conjunction with the Flying/Gliding Scholarship Course;
 - (e) Must have demonstrated an interest in continued participation in the Air Cadet Gliding Program;
 - (f) Must be interested in pursuing a possible future career in the field of aviation or within the Air Cadet Flying program;
 - (g) Must be actively enrolled in an Air Cadet Squadron;
 - (h) Must be recommended by their Commanding Officer and Sponsoring Committee Chairperson;
 - (i) Must be recommended by the Regional Cadet Air Operations Officer; and
 - (j) Must have Parental or Guardian approval.
- [PROVINCIAL COMMITTEE AWARDS](#) Air Cadet League Provincial Committees may make any Awards they deem appropriate to adults and Cadets in the Air Cadet Movement and to others.
- [CADET AWARD FOR BRAVERY](#) The Cadet Award for Bravery may be awarded by the Canadian Forces to Cadets who perform outstanding deeds of valour involving risk of their own lives in saving the lives or property of others.

MEDALS/RIBBONS/PINS

[ROYAL CANADIAN HUMANE ASSOCIATION MEDAL](#) The Royal Canadian Humane Association (RCHA) Silver and Bronze Medals are awarded for gallantry in saving or trying to save life. The Silver Medal is awarded for acts more gallant than those for which the Bronze Medal is awarded.

A recommendation that a Cadet Instructor, Civilian Instructor or Cadet be awarded a Royal Canadian Humane Association Medal must be made within two months of the gallant act. The Association requires that a recommendation for an award be made on a special declaration Form. That Form, and other supporting documents required, may be obtained from the Association or through the CF.

- [LORD STRATHCONA MEDAL](#) The Lord Strathcona Medal (LSM) is the highest Award which can be bestowed upon a Cadet in recognition of exemplary performance in physical and military training.

- [AIR FORCE ASSOCIATION OF CANADA MEDAL](#) The Air Force Association of Canada (AFAC) Medal recognizes exceptional and noteworthy qualities, and will be awarded annually to the top graduating Air Cadet from the Power and Glider courses.

[NAVY, ARMY, AIR FORCE VETERANS MEDAL](#) The Army, Navy, Air Force Veterans Medal (ANAVETS) is presented to Air Cadets for outstanding athletic excellence.

Candidates for the Medal will be nominated and selected from the Air Cadet Athletic Instructors Course conducted at various Air Cadet Summer Training Centres (CSTC). A Medal will be awarded to the top female and male graduate from each course. A selection board shall be established in each CSTC to ensure the most deserving Cadets are selected for the Medal. Approving authority for the Award nominations is the Dominion Command ANAVETS, NDHQ/DCdts, and League Headquarters. The Medals should be presented by a representative of ANAVETS or on its behalf by the Reviewing Officer at the graduation parade.

- [ACL AIR CADET SERVICE MEDAL \(CURRENT CADETS\)](#) To qualify for this Award, a serving Cadet must have successfully completed four years of honourable service with no serious infractions. All currently serving Air Cadets shall be eligible for this Award.

CERTIFICATES

- [CADET CERTIFICATE OF COMMENDATION](#) The Cadet Certificate of Commendation may be awarded by the Canadian Forces to an Air Cadet for outstanding gallantry in saving lives or property of others.
- [PRESIDENTIAL CERTIFICATES](#) Presidential Certificates will be awarded to Squadrons based on successful completion of criteria selected by the President.

Scoring these question on rubric. 1- as on rubric; 2- names 2 of the above; 3- names 3 of the above; 4 names 4 of the above; 5- names 5 or more of the above

Merit Review Board – Leadership

1. What are the 3 leadership approaches and give an example.

- a. Control. Coach. Empower

Key aspects of the control approach are:

The team leader defines the roles and tasks for the team members. The team leader gives the team members clear direction and supervises them closely.

The team leader provides detailed explanations on what needs to be done and gives team members the information they need to know on how to do the task.

Communication is mainly one-way.

Key aspects of the coach approach are:

The roles and tasks are still defined by the team leader but ideas and suggestions are solicited from team members.

The team leader provides information and opinions but supports the team to develop possible solutions to problems while the final decision remains with the team leader.

The team leader encourages team members to assume responsibility.
Communication is mainly two-way.

Key aspects of the empower approach are:

The team leader empowers team members to make decisions and take action in areas where the team members have experience and expertise.

Team members can operate independently and have a strong sense of responsibility but know when to seek assistance from the team leader.

Communication is mainly two-way.

Score 1 as on rubric; score 2 if they name 1 or 2; score a 3 if they name all 3; score a 4 if they name all 3 and give 1 aspects of each; score a 5 if they name all 3 and give an example for each.

2. Considering Positive Social Relations for Youth (PSRY), what is your understanding of the terms; Impact Vs Intent?
 - a. Choices made through action and words can have a great impact; positive or negative, on a person. It is the Impact and not the Intent of those choices that are key.

Score 1 and 2 as on rubric; The above answer would be a 3; score a 4 if they elaborate on that answer; score a 5 if they elaborate and give examples.

3. To be an effective leader, a team leader must be aware that every team member has needs to be satisfied. Describe the needs of a team member.

- a. 1. **Acceptance of and by Other Team Members**

Each team member needs to accept the other members of the team. There may be differences in age, gender,

race and opinion but each team member should appreciate all other members. In turn, each team member needs to feel accepted by other team members. Once team members feel acknowledged and understood by others on the team, team members may strive to make teamwork possible. Once the team forms into a cohesive

group, the accomplishment of a task becomes easier.

2. **Acceptance and Understanding of Leaders**

Team members need to know that the team leader will welcome them into the team. It is important for a team leader to encourage a sense of belonging in each team member. Team members also need the team leader to show compassion and sensitivity to their opinions and feelings.

3. **Approval of Leaders**

Team members need to know that the team leader appreciates them and their contribution. It is important for team leaders to show respect and praise team members.

4. **Opportunities to Try Different Tasks and Roles**

Team members need opportunities to attempt different tasks and roles to practice applying skills and knowledge.

5. **Safety**

Score 1 and 2 as on rubric; score a 3 for listing 3 of the above; Score a 4 listing all of the above and explaining at least 2; score a 5 if they can list all of them and give an explanation for each.

4. All leaders know that there is a desired outcome and that that outcome may not come to fruition. What steps would you take when things don't go to plan
 - a. 1. STOP, and re-evaluate
 2. (Further Steps as indicated by the Cadet in order to gain above average or outstanding mark)

Score 1 and 2 as on rubric; score 3 for a. 1. Score 4 if they list further steps score 5 if they list further steps and give examples.

Scenario Questions

You have recently been appointed to the position of Squadron Warrant Officer. You are excited to start to implement the ideas you have for improving standards and morale of the cadets; it's going to be a big job, and you'll need help. One of your peers also went through the boarding process for SWO, but was not selected, and now appears to be withdrawing their commitment to the squadron and the cadets. What do you think the problem is, and what do you do about it?
You have been appointed as a Warrant Officer in your squadron. You are proud of how well the drill team has been performing under the new coach, a former WO1 who aged out of the squadron a year ago, and who is now a Civilian Volunteer. The cadets seem to have a strong bond with the CV, and accept the sometimes harsh, and unfair criticism of their performance during practices. What do you do?
You are the SWO of a squadron with high morale and teamwork. A Flight Sergeant has transferred in from another squadron. When you greet the new member of your squadron's senior leadership, you come to realize that their views of leadership and the operation of the squadron are not in-line with the Commanding Officer's, or your vision of how the squadron will operate. What concerns do you have, and what do you do about it? How will you utilize the new set of eyes to your squadron?
You have been appointed Warrant Officer because you have stood out from your peers as a leader and the plans you communicated to the Merit Review Board panel. You have great ideas and want to get them going right away. How will you communicate your plans, and ensure they are enacted?

You are the Squadron Warrant Officer. You have a new group of first year cadets who have recently been enrolled. As usual, they appear nervous and unsure about themselves on the parade square. After their first drill class, when they're taught how to fall out of a parade if they're ill, you see that two or three of the new cadets regularly fall out during opening parade and drill classes. What do you say to the cadets? Is there anything else you would do?

Score as on the rubric for all.