**2019 Spring Break Trip Initial Notification and call for Applications**

810 Squadron will participate in a long range education/citizenship trip. The purpose of this trips is to provide a unique opportunity to enhance the regular cadet training program through travel and touring of locations outside of Edmonton and Alberta. These trips are funded mainly through funds raised by the Guardians of 810 through bingo and casino activities. DND does not provide funding for these trips.

During the Edmonton Public School Board and Edmonton Catholic School Board “Spring Break” in 2019 (23 March to 31 Mar 19), 810 Squadron will conduct a long range trip for 45 deserving cadets. The destination for this trip is planned to be Ottawa, Ontario, Canada. Planned highlights of the trip may include:

* Ottawa
	+ National War Museum
	+ National History Museum
	+ Diefenbunker Museum
	+ Canada Air and Space Museum
	+ Royal Canadian Mint
	+ Museum Of Nature
	+ RCMP Stables
	+ Parliament Hill
	+ National War Memorial
	+ Rideau Hall

**\*\*\*IMPORTANT NOTE\*\*\*: This trip is NOT yet approved by higher DND headquarters authority and is still subject to change of location or complete cancellation.**

In the likely event that this trip is approved as described above, the process must now begin for selecting the 45 deserving cadets to attend the trip. All interested cadets will be required to submit an application to attend the trip. To be eligible to submit an application, the following criteria must be met:

1. Cadets must be legally able to travel to Ontario.
2. Cadets must be 14 years of age or older by 1 March 2019.\*
3. Cadets must be currently in level 2 or higher.\*
4. Cadets must have a minimum of 75% attendance rate in *mandatory* training activities in the past 6 months of active cadet training (see the admin officer if you are unsure of where you stand)
5. Participate in the Cash Calendar Fundraiser. Must sell at least 1 calendar.

\*These restrictions are put in place to ensure that cadets who attend the trip have the cadet experience, knowledge and maturity to handle long distance travel and positively represent 810 Squadron.

**Cadet Selection**

The content and conduct of these long range trips are targeted towards more experienced cadets, but we are also committed to providing opportunities for younger cadets to attend. As such, of the 45 spots available, the first 30 spots will be allotted to each eligible training level as follows:

* Level Two – 4
* Level Three – 6
* Level Four – 9
* Level Five or higher – 11

The Cadet Squadron Commander (WOI) is automatically selected and the remaining 14 spots may be cadets from any level 2 through 5 depending on scoring and eligibility. If a minimum level quota cannot be met, vacancies will be given to the next highest level.

Three attributes will be used to determine overall cadet scoring, weighted as indicated:

* Uniform, Drill & Deportment – 25 %
* Mandatory attendance in past 6 months of active training (must be above 75%) – 25%
* Expression of Interest – 50%

All cadets will have their Participation Limitations (Medical information) reviewed and may be used as the deciding factor during the selection process.

**Expression of Interest** – Coordinating Officer: Capt Pilkington

The main component of the selection is the evaluation of the cadet’s expression of interest. Understanding that different cadets have different strengths in their abilities to express themselves, this expression can take on a variety of forms including, but not limited to:

* A piece of writing (formal narrative or creative writing) - 1 page max;
* A verbal speech (approx. 5 minutes long);
* A picture presentation/slide show with accompanying verbal explanation;
* A piece of artwork with accompanying written/verbal explanation; or
* Any other type of expressive form that allows for evaluation using the performance statements on the evaluation matrix.
	+ Cadets may wish to consult Capt Pilkington on the feasibility of a chosen type of expression if they are unsure if it will work.

All applications for this trip must be received by **November 28, 2018.** If the form of the Expression of Interest requires a live presentation, please advise Capt Pilkington by **November 14, 2018** so that a presentation schedule can be created.