



525 Pathfinder RCACS
West Vancouver, BC

Return to Training



11 September 2023

1900-2100

595 Keith Road West,
Vancouver

Enclosed Documents

Letter to Cadets

Letter to Parents

Training Requirements

Weekly Extra Activities.



525 Pathfinder RCACS
West Vancouver, BC

Letter to Cadets

Welcome to the 2023-2024 Air Cadet training year for the 525 Pathfinder Squadron!

When cadets initially join the Air Cadet program, they are enrolled in a training level (similar to a school grade). Cadets must pass evaluations and attend all mandatory events to complete a level. Due to the number of compulsory events required for the level curriculum, activities are spread throughout the week, not just on Monday nights.

To allow families and cadets to plan personal events and vacations around all our activities, our training calendar details are published in an online calendar at www.525pathfinder.com.

We encourage you to review the calendar frequently, as our schedule is subject to change. We also actively use the SLACK workplace messaging service, a great communication tool for parents and cadets. Cadets must monitor the communication tools that are utilized at 525. On your first day back, your adult supervisors will ensure your access to all resources.

If you anticipate a schedule conflict with one or more mandatory events, please inform the training staff, and we will do everything possible to make alternative arrangements.

The following documents outline the teams you can join and the criteria for passing each level. We wish

You and your cadet a most enjoyable training year!

Thank You

Zakir Khan, Commanding Officer
525 Pathfinder Royal Canadian Air Cadet
Squadron Department of National Defence /
Government of Canada Email:
zakir.khan@cadets.gc.ca / Cell: 7788779226

Zakir Khan, Commandant
525 Pathfinder Escadron des Cadets de l'Aviation Royale
du Canada Ministere de la Defense Nationale /
Gouvernement du Canada Email:
zakir.khan@cadets.gc.ca / Cell: 7788779226



525 Pathfinder RCACS
West Vancouver, BC

Letter to Parents

Parents,

As a new training year approaches, I want to ensure that there are no concerns about the requirements for cadets to complete their training level and how we communicate with parents. Therefore, this letter is to clarify the expectations and responsibilities of the training staff at 525.

First, I would like to start with the responsibilities of the officers at 525. Our goal is to develop all the cadets into the future leaders of Canada, leave positive memories with each member that will stick with them for the rest of their lives, and develop them into responsible young adults. This begins with creating a training plan to optimally accomplish our goals within the realism of the resources we are provided. After creating a year-long training plan, we create a training calendar that helps everyone involved at 525. For us, as adult supervisors, it helps prioritize organizing events. It provides an outlet where up-to-date changes can be distributed to all interested parties electronically and in real-time. For cadets, it allows them to be responsible for their training by looking ahead and seeing what they will need to attend to be successful in the Air Cadet program, along with as many relevant details as possible. For parents, we understand that the information from the signup sheets posted in the squadron and the weekly announcements sometimes make it home. However, the calendar is a great resource that lets you be proactive and informed about all current and upcoming events scheduled for the training year. Parents have a few options to get details about the training their cadets are receiving: first from the end of parade announcements, second from the signup/memo board at the squadron, third from the two-month calendar posted at the unit, and lastly from the online calendar at www.525pathfinder.com. Also, if one "clicks" to see more details about an event on the calendar, a window listing a description of the event, including any critical information, should appear. We also use the Slack workplace messaging service as a communication tool that can notify you quickly when there are changes to the calendar or details for any planned event.

The second purpose of the letter is to inform the parents of the requirements for their cadets to succeed in their training level. The attachments to this letter outline the criteria for each group and the scheduled dates on the calendar that the cadets will need to attend.

We do everything we can to accommodate and deliver the best possible program, but we also have some expectations for the cadets and parents involved at 525. Through the calendar and the attachments outlined in this letter, all interested parties should walk away with an understanding of how the program is administered. The training staff understands along with being an excellent cadet, they also need to be well-rounded through school and other organizations. We encourage cadets and parents to look ahead in the calendar to plan optional activities, other organized groups, family events, etc., around our scheduled events. We understand there are some instances where there will be conflict. As soon as a potential

Scheduling conflict is observed. We ask that you come to the training department and speak to an adult staff member to make arrangements. With sufficient lead time, alternate plans and training can be arranged. We also expect that if a cadet cannot attend an event they signed up for or a mandatory training evening, they please go to the 525 websites and fill out an absence form. If you or your cadet need to learn how to complete the absence form, please speak to any adult staff at 525. This also



525 Pathfinder RCACS
West Vancouver, BC

applies if your son/daughter requires additional support beyond the current training. Handouts, workbooks, teaching points and alternate methods of instruction are available for every cadet at 525 if needed. Please speak to the training staff as soon as an issue requires a more personal approach, allowing the cadets' training goals to be accomplished.

Along with the points stated above, we expect cadets to work on their own time to maintain their uniform, practice teaching points taught in class and complete assigned duties. All standards are referenced in the squadron standing orders that can be made available upon request.

Finally, as you can imagine, running an Air Cadet squadron, responsible for making a positive impression on the cadet you entrust to us, is daunting. If you have any questions, concerns or suggestions on how we can improve our interpretation of the program, please don't hesitate to contact the undersigned. We have a few initiatives in the works to close some of the gaps identified, but it usually comes down to a matter of labour to work through the development area, and we are always looking for extra hands to help. If you want to campaign an initiative, please don't hesitate to contact the undersigned.

Zakir Khan, Commanding Officer
525 Pathfinder Royal Canadian Air Cadet
Squadron Department of National Defence /
Government of Canada Email:
zakir.khan@cadets.gc.ca / Cell: 7788779226

Zakir Khan, Commandant
525 Pathfinder Escadron des Cadets de l'Aviation Royale
du Canada Ministère de la Défense Nationale /
Gouvernement du Canada Email:
zakir.khan@cadets.gc.ca / Cell: 7788779226



Training Requirements

Level 1

The following items/milestones are to be achieved for the successful completion the indicated training level.

| | Item | What to Achieve |
|---|---------------------|--------------------------------|
| 1 | Maintain Attendance | 60% Average |
| 2 | Maintain Uniform | 80% Average |
| 3 | Attend FTX | (1) Multi-Day, (1) Day Ex |
| 4 | Fitness Training | Participate |
| 5 | Air Rifle | (1) Level Shoot |
| 6 | Flight Training | (1) FAM Flying Complete |
| 7 | Interviews | Year Start, Mid-Year, Year End |
| 8 | PHASE | Complete |
| 9 | Year End Exam | 60% Accomplish |

Level 2

The following items/milestones are to be achieved for the successful completion the indicated training level.

| | Item | What to Achieve |
|---|---------------------|--------------------------------|
| 1 | Maintain Attendance | 60% Average |
| 2 | Maintain Uniform | 80% Average |
| 3 | Attend FTX | (1) Multi-Day, (1) Day Ex |
| 4 | Fitness Training | Participate |
| 5 | Air Rifle | (1) Level Shoot |
| 6 | Flight Training | (1) FAM Flying Complete |
| 7 | Interviews | Year Start, Mid-Year, Year End |
| 8 | Year End Exam | 60% Accomplish |



525 Pathfinder RCACS
West Vancouver, BC

Level 3

The following items/milestones are to be achieved for the successful completion the indicated training level.

| | Item | What to Achieve |
|----|--------------------------------------|--------------------------------|
| 1 | Maintain Attendance | 60% Average |
| 2 | Maintain Uniform | 80% Average |
| 3 | Attend FTX | (1) Multi-Day, (1) Day Ex |
| 4 | Fitness Training | Participate |
| 5 | Air Rifle | (1) Level Shoot |
| 6 | Flight Training | (1) FAM Flying Complete |
| 7 | Interviews | Year Start, Mid-Year, Year End |
| 8 | Small Leadership Tasking | Complete |
| 9 | Lesson Instruction | Complete |
| 10 | Word of Command | Complete |
| 11 | Combined Aviation Topics Exam | Complete |
| 12 | Navigation Exercise | Complete |



Level 4

The following items/milestones are to be achieved for the successful completion the indicated training level.

| | Item | What to Achieve |
|----|--------------------------------------|--------------------------------|
| 1 | Maintain Attendance | 60% Average |
| 2 | Maintain Uniform | 80% Average |
| 3 | Attend FTX | (1) Multi-Day, (1) Day Ex |
| 4 | Fitness Training | Participate |
| 5 | Air Rifle | (1) Level Shoot |
| 6 | Flight Training | (1) FAM Flying Complete |
| 7 | Interviews | Year Start, Mid-Year, Year End |
| 8 | PHASE | Complete |
| 9 | Act as Team Leader | Complete |
| 10 | Command a Flight on Parade | Complete |
| 11 | Instruct a Lesson Assessment | Complete |
| 12 | Radio Procedures/Transmission | Complete |
| 13 | Combined Aviation Topics Exam | Complete |
| 14 | Air Crew Survival Practical | Complete |



525 Pathfinder RCACS
West Vancouver, BC

Weekly Extra Activities.

To help augment our regular training plans on Monday evenings, we run various activities/teams throughout the training year. Joining an extra movement is an excellent method to learn about the multiple opportunities the cadet program can provide, along with specializing in a skill. Most teams have a yearly competition that they work towards through the training year, along with a team-specific year-end moral activity.

Please note our weekly announcements for when the extra activities will be starting and confirm their meeting locations.

| Activity | Day | Location | Time |
|-----------------------|------------|----------------------|-------------|
| Band | Saturdays | Navy League | 1730-1900 |
| Drill Team | Saturdays | Navy League | 1900-2030 |
| Range Team | Saturdays | Navy League | 1600-1730 |
| Biathlon | TBA | Squamish Legacy Park | TBA |
| Wilderness Leadership | Thursday | Navy League | 1900-2100 |
| Ground School | Tuesday | TBA | 1800-2030 |

Please speak to your Level Officer if you want to join a team.