



ROCKY MOUNTAIN REGION
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
PO Box 9507
F.E. Warren AFB WY 82003



5 Aug 2020

MEMORANDUM FOR RMR

FROM: RMR/CP

SUBJECT: RMR Cadet Advisory Council, Senior Advisor, Vacancy Announcement

1. RMR is seeking highly qualified Senior Members to fill the role as RMR CAC Senior Advisor.
2. DUTIES AND RESPONSIBILITIES:
 - 2.1. The Senior Advisor's primary role is to guide the council without interfering in the discussion so much that it ceases to be a cadet forum. Their guidance serves not to guarantee that the council's recommendations will be adopted, but rather that the council succeeds in the process of studying, discussing, and developing logical recommendations for the RMR Commander. This position brings longevity of memory and continuity of effort to the RMR CAC.
 - 2.2. Report to RMR Deputy Chief of Staff, Cadet Programs
 - 2.3. Participate in all RMR CAC meetings and conference calls on the 2nd Sunday of each month at 1900 hrs Mountain Time and monthly RMR CAC staff calls if applicable.
 - 2.4. Understand the goals the RMR/CC has for the CAC.
 - 2.5. Assist the RMR/CC and RMR/CP in creating goals for the CAC.
 - 2.6. Guide the CAC to stay on task working on those goals.
 - 2.7. Advise the RMR/CP and RMR/CC about making selections of cadets to serve in CAC Staff positions.
 - 2.7.1. To that end; with their permission, "sit" in on Wing CAC meetings/calls, and take note on what cadets show the leadership and organizational skills to serve as leaders of the Region CAC for the following term.
 - 2.8. Ensure that cadets have their service to the CAC program recorded in eServices.
 - 2.9. Provide information about internal procedures within the RMR HQ and RMR/Wing/Unit interactions to help the CAC expedite its business.
 - 2.10. Challenge the council to work only on substantive issues worthy of the RMR Commander's attention as an executive leader.
3. POSITION REQUIREMENTS:
 - 3.1. A Commitment to serve the Cadet Program, RMR/CC, and RMR CAC
 - 3.2. TLC Basic
 - 3.3. Cadet Programs Technician Rating
4. DESIRED QUALIFICATIONS:
 - 4.1. Major (or MSgt) and higher
 - 4.2. TLC Intermediate Course.
 - 4.3. Cadet Programs Masters Rating
 - 4.4. Served on a Unit Committee or CAC at any echelon or comparable non-CAP experience.

5. TERM OF SERVICE: Serve at the pleasure of the Rocky Mountain Region Commander.
6. TRAVEL ALLOWANCE: Travel Cost Reimbursed IAW RMROI 18-01 *RMR Travel*
 - 6.1. Consult with RMR/CP for any specific questions.
7. Positions will remain open until filled.
8. Interested parties should send an email to Rocky Mountain Region, Deputy Chief of Staff for Cadet Program (cp@rmr.cap.gov).

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Timothy Thornton, Maj. CAP
Rocky Mountain Region,
Deputy Chief of Staff for Cadet Programs