



**HEADQUARTERS  
MISSISSIPPI WING CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY**  
1635 AIRPORT DRIVE  
JACKSON, MS 39209-3402



December 17, 2011

MEMORANDUM FOR WIDEST DISSEMINATION

FROM: 2011 AL/MS SUMMER ENCAMPMENT

SUBJECT: Request for Applications for the Top 3 Cadets

I. **Purpose:** The Mississippi Wing Civil Air Patrol invites you to submit an application for the positions for the Executive level staff positions at the 2012 AL/MS Summer Encampment. A successful application and selection will result in a position on the “Top 3” of the cadet staff. This solicitation will remain open until January 20<sup>th</sup>, 2012 at 11:59pm. This Request for Applications are for the positions of Cadet Commander, Cadet Deputy Commander, and Cadet Executive Officer.

II. **Qualifications:** In order to be considered, a prospective cadet must meet the following minimum qualifications:

1. Cadets must be at least a Cadet Captain (Cade Commander Requirement Only)
2. Cadets must have successfully graduated from Cadet Officer School or a Region Cadet Leadership Course
3. Cadets must have completed the Cadet Protection Course if they are over the age of 18
4. Cadets must be an active member of the Mississippi or Alabama Wings.

III. **Complete Application:** In order to be considered, cadets must submit an application consisting of the following items:

1. Cover Letter – Please briefly address interest in desired positions and qualifications.
2. Resume – Please address not only CAP qualifications or achievements, but applicable non-CAP qualifications, achievements, or education.
3. Knowledge, Skills, and Abilities (KSAs) – Please address the following necessary elements of command and your capabilities:
  - i. Command and what it means to you
  - ii. Public Speaking
  - iii. Critical Thinking
  - iv. Organization
4. Completed AL/MS Application (Form 31)
5. Written essay on leadership topic (700-800 words)

IV. **Responses:** Completed application packages should be directed to Maj Brian McGinley, Jr. via email at [brian.mcginley@mswg.cap.gov](mailto:brian.mcginley@mswg.cap.gov). Application packages can also be mailed to:

Maj Brian McGinley, Jr.  
15235 O’Neal Rd, Apt. 2o  
Gulfport, MS 39503



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Responses must be received no later than the closing of the solicitation on January 20<sup>th</sup> at 11:59pm. Late applications will not be considered. Protests can be directed to the email address listed above and will be considered on a case by case basis.

//signed//

BRIAN MCGINLEY, JR, MAJOR, CAP  
COMMANDANT OF CADETS  
2012 AL/MS SUMMER ENCAMPMENT