

Regional Cadet Support Unit (Pacific)
PO Box 17000 Stn Forces
Victoria BC V9A 7N2

3937-1085-3 (Reg Trg O)

16 Nov 22

Dist List

**WARNING ORDER – PHASE 5 / MASTER
CADET / PROFICIENCY LEVEL 5
WORKSHOPS WINTER/SPRING 2023**

Refs: A. A-CR-CCP-605/PG-001 Phase Five Qualification Standard and Plan
B. A-CR-CCP-705/PG-001 Master Cadet Qualification Standard and Plan
C. A-CF-CCP-805/PG-001 Proficiency Level Five Qualification Standard and Plan
D. A-CF-CCP-900/PF-001 Phase Five/Master Cadet/Proficiency Level 5 Workshop
Facilitation Guides

SITUATION

1. IAW references, RCSUs are required to provide Professional Development Workshops for all cadets enrolled in Phase 5, Master Cadet, or Proficiency Level 5. The Year 5 Program can be conducted over one or more years and is designed to extend the cadet’s knowledge through the end of their involvement in the program. In order to complete PO 513, Year 5 cadets must complete 4 workshop periods.

MISSION

2. There will be four workshops conducted in the Winter of 2023 for all three elements. These workshops will be conducted both virtually and in-person, with the in-person workshops targeted for specific areas.

ADMINISTRATIVE INSTRUCTIONS

3. Schedule. The available sessions are as follows:

Date	Eligible Areas	Delivery Method
28-29 Jan 23	All	Virtual (via Cadet365)
11-12 Feb 23	Lower Mainland	In-Person (Chilliwack)
3-5 Mar 23	Lower Mainland, + Northern & Kootenay Zones	In-Person (New Westminster)
18-20 Mar 23	Interior Area	In-Person (Vernon)

4. Registration. Cadets are to complete their own registration via Cadet365 for their chosen session by visiting the form available at: <https://forms.office.com/r/gHGfFFtnwH> or by scanning the QR Code.



5. Eligible cadets with a current and valid Cadet365 Account will receive an invite to this form, but Corps/Sqn staff may direct cadets to the form.

6. Once the form has been completed the cadet will receive an email receipt, and the Corps/Sqn Email inbox will receive an automated message informing them of the cadet's registration.

7. Workshop Topics. As part of the registration cadets will be asked to rank their preferred session topics. While the final offerings will be determined by the skills of staff, every effort will be made to deliver the most popular workshop options to cadets to ensure the sessions are meeting their needs as much as possible.

8. Food and Transportation. There is no requirement for food or transportation for virtual sessions, as cadets will complete them from home. Transportation for in-person sessions will be either via parental drop-off or prearranged as required depending on distance from the Cadet's LHQ and the training site. All meals will be provided as required for each in-person session.

9. Joining Instructions. Joining Instructions will be sent directly to cadets' 365 email and CC'd to the Corps/Sqn inboxes. Travel Instructions will be sent to the Corps/Sqn for dissemination.

COMMAND AND SIGNALS

10. Contact Information. The following positions shall coordinate activities as indicated:

- a. Financial authority, general inquiries, and oversight – Capt Brad Justason
 - i. Email: Brad.Justason@cadets.gc.ca, or
 - ii. Phone: 250-363-0969.
- b. OPI for Workshop, planning, coordination, and delivery – Lt(N) Crystal Leong & Capt Christopher Kung:
 - i. Email: Crystal.Leong@cadets.gc.ca
 - ii. Email : Christopher.Kung@cadets.gc.ca.

for

N. Shim
Major
OC Regional Training

Dist List

Info

OC Vancouver Island
OC Lower Mainland
OC Interior
J4
J35
RCSU CWO

Action

Corps/Sqn COs