



NC Wing Education and Training Newsletter January 2025



Happy New Year North Carolina Wing!

We had a great year last year. I want to encourage each and every one of you to build on those successes. One of the best ways to achieve success is to prepare and as the Director of Education and Training, you can probably guess that one of my favorite ways to prepare is to educate yourself to fulfill your mission. Your NCWG Education and Training staff is working hard to prepare live training in Levels 2, 3, and 4. Additionally, Lt Col Nicholas has written an excellent article in this newsletter on ways to advance your training online and virtually. Thank you for all the work you do and let's rise together to meet the challenges that this new year has in store for us.

"Far and away the best prize that life has to offer is the chance to work hard at work worth doing." Teddy Roosevelt

Maj Chad Hooper, NC Wing Director of Education and Training

In This Edition

- Education and Training Awards
- From the Wing Commander
- 2025 NC Wing Conference
- CAP "Year of Ownership"
- VolU Level IV Moderated Modules
- Enrolling in VolU Moderated Modules
- Navigating Prof Levels Flowchart
- TLC Modules in Absorb
- National Mentoring Month Message
- Grade/Rank Abbreviations
- CAP Abbreviations and Acronyms
- Wing, Regions, and Overseas Units
- CAP Cisco Networking Academy

Education and Training Program Level Completions in Dec

Level I Member


- NC-019 SM Robert Seay II, SM Wade Sharp, SM Phoenix Walker
- NC-022 SM Bradley Newcomb, SM William Tipton
- NC-024 SM Vincent Ortiz
- NC-126 SM Justin Hancock
- NC-143 SM Daniel Fontan
- NC-145 SM Cody Whitelock
- NC-162 SM Danielle Martin, SM Toney Sanchez, SM James Silliman
- NC-300 SM Aaron Andrade
- NC-307 SM Hoyle Helms

Yeager Award

- NC-019 SM Robert Seay II
- NC-022 SM William Tipton
- NC-024 SM Marc Jutras
- NC-082 SM, Robert Bonner, SM Bryan Morris
- NC-107 SM Michael Bumbaca, SM Marisa Oberstein
SM Brianna Smith
- NC-121 1st Lt David Grindstaff
- NC-124 SM Peter Skelton
- NC-145 SM Cody Whitelock
- NC-160 SM Macintyre Allen, SM Christopher Winkeleer
- NC-162 SM Tonya Wiseman
- NC-169 1st Lt Robert Woodard
- NC-300 2d Lt Eric Bevan

Level II Davis

- NC-019 1st Lt Ellen Major
- NC-048 2d Lt Miguel Jackson
- NC-079 2d Lt Joshua Armstrong
- NC-079 2d Lt James Rogness
- NC-079 2d Lt Todd Smith
- NC-121 1st Lt David Grindstaff
- NC-170 2d Lt Slade Suchecki

No Davis Award Ribbon – Leadership Ribbon for Tech rating 

Level IV Garber

- NC-162 Capt Brandon Smith

Specialty Track Ratings Achieved in December

- Administration Master Rating – Capt Sandra Smith, NC-052
- Aerospace Education Technician Rating – 2d Lt Miguel Jackson, NC-048
- Cadet Programs Technician Rating – 2d Lt Erika Macielinski, NC-300
- Command Senior Rating – 1st Lt Stephen Beal, NC-057
- Communications Technician Rating – TSgt Cody Matthews, NC-082
- Emergency Services Technician Rating – TSgt Cody Matthews, NC-082

Finance Technician Rating – Maj Jordan Crawford, NC-022
Health Services Technician Rating – 2d Lt Slade Suchecki, NC-170
Information Technology Technician Rating – 2d Lt Joshua Armstrong, NC-079
2d Lt James Rogness
Logistics Master Rating – Capt Brandon Smith, NC-162
Logistics Technician Rating – 2d Lt Derwin Phillips, NC-111
Public Affairs Technician Rating – 2d Lt Miguel Jackson, NC-048
Safety Technician Rating – Maj Briar Dodds, NC-057
2d Lt Joshua Armstrong, NC-079

Congratulations on Completing Commander's Courses in December

Squadron Commander's Course - 1st Lt William Mellick, NC-022
1st Lt Sara Phillips, NC-023
Capt Everett Hite, NC-079
Maj Robert MacPherson, NC-082
1st Lt Daniel Erb, NC-145
Maj Donnie Shelton, NC-301

Education and Training Program

From the Wing Commander

By Col Dennis Bissell

So, when I was asked to write an article for this month's newsletter, I sat and tried to think of a topic for an hour or two and kept striking out. As a leader in this organization, I kept trying to think of something "motivational" or "inspiring" to say or to come up with some witty parable to share. Well, luckily for everyone. I struck out.....but I would like to share the following observations I have experienced as your commander over the last many months.

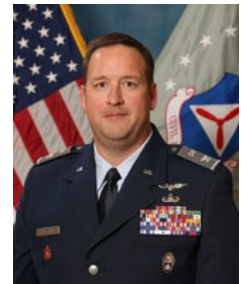
Our organization, the North Carolina Wing, stands out as one of the most remarkable I've ever been part of. I am fortunate to be a member of this unique entity. It's not just a statement of expectation but a fact I've witnessed in action and am ready to defend against any disagreement.

I have seen members in the middle of a disaster drop what they were doing and rush to aid their fellow citizens. I have seen members forget their priorities and needs in the face of a catastrophe, stand in the sun, and travel across miles of impacted zones to help provide necessities to their fellow man. These members did this without hesitation and a second thought. It is often easy in the after-action to focus on what didn't work or what went bad, but we should always remember the inherent good and the drive to serve that underpinned the entire response.

I have seen members dedicate many hours to bettering themselves and those around them. Whether this is through attaining new skills or qualifications, teaching courses, or joining as students, their motivation remains pure. They want to be better, contribute, and serve. In what other organization can you find this motivation from age 12 to 100? In what organization can we find such a diverse set of talents all focused on the same missions?

As we embark on 2025, let's focus on the positives. Let's continue our journey of self-improvement, keep learning, ask questions, and, most importantly, look out for our wingmen. If we can maintain our high motivation and pure dedication, the rewards and achievements will naturally follow. Let's keep pushing ourselves to be the best we can be.

At your next squadron or CAP meeting, please take a moment to appreciate our organization's diversity and shared mission. We all come from different backgrounds and perspectives and have taken different



paths to get here. But it's these differences that make us strong. Be grateful for the motivated individuals who strive for the greater good and the wingmen who stand by you in good and bad times. Never forget the mission is serving America's communities, saving lives, and shaping futures.

I wish you all a very Happy New Year and can't wait to see and be part of all the great work yet to come.

2025 NC Wing Conference – Registration is Open



The 2025 North Carolina Wing Annual Conference is from 11-13 April at the Greensboro Airport Embassy Suites. In addition to the general session, there will be seminars for our seniors and cadets that will allow everyone to improve their knowledge and skills. Click [Conference Seminars](#) to view the list to be presented by subject matter experts from the Squadron, Group, Wing, and Region.

In addition to the conference seminars planned for Saturday, Water Survival Training will be held on Friday, April 11. This pre-conference event is limited to 30 **senior member** students. In addition, the Education and Training staff is offering Level II and Level III classes that will be held on Friday, 11 April, allowing members to work on their professional development education in conjunction with attending the Wing Conference. The E&T Staff will send information and registration in a few months. Plan to stay for the banquet Saturday evening with guest speaker retired United States Air Force Major General Brett T. Williams who served as Director of Operations for the US Cyber Command. There will also be a cadet ball immediately following the banquet's conclusion.

Click on the following links for registration and payment. This is a two-step process – register, then pay. [Registration and Pricing](#)

Payment Links (after completing registration):

[Senior Member - Commander's Reception, Lunch & Banquet](#)

[Senior Full Conference including Water Survival Course, Commander's Reception, Lunch & Banquet](#)

[Senior Day Rate Including Lunch](#)

[Senior Day Rate No Meals](#)

[Cadet Full Conference Including Lunch & Banquet](#)

[Cadet Day Rate with Lunch Only](#)

[Cadet Day Rate with No Meals](#)

[Banquet Guest-Senior or Cadet](#)

[Water Survival Course Only](#)

CAP “Year of Ownership”

From 12/31/24 PROPS

Maj. Gen. Regena M. Aye, Civil Air Patrol's national commander/CEO, invites CAP members and employees to the launch of her “Year of Ownership” initiative - a year-long journey dedicated to fostering a culture of ownership and accountability within the organization. “We all have a role to play in Civil Air Patrol's success,” she said, encouraging everyone in CAP to lean into their individual leadership capabilities.

Aye's initiative is based on the principles explained in *Extreme Ownership*, written by two former Navy SEALs. The kickoff webinar for her initiative is set for 8 p.m. Eastern Time on Jan. 9.

“Through self-leadership and a collective commitment to act with our core values, we can accomplish a culture of mutual understanding and lay the foundation for CAP’s future,” she said.

Click [here](#) to View Gen. Aye’s message and register for the Year of Ownership kickoff webinar.



Level IV Moderated Modules – Register Now!

NCWG and SCWG are teaming up to host the moderated modules of level 4. You will be able to learn from some of the best instructors of both wings. You must have completed Level 3 in order to enroll. One module will be presented virtually at 20:00 every second and fourth Wednesday of the month starting 22 Jan 2025. This series will be completed on 13 Aug 2025. You are not required to attend every module but will receive credit only for the modules in which you participate.



Level IV primarily focuses on expanding leadership skills, program development, and building a more holistic view of CAP. Level IV prepares the member for service as a group or wing-level leader who aspires to serve on staff or as a commander. The Level IV modules provide students with in-depth studies of management, leadership, and communications skills, and show how CAP's missions are accomplished at the group or wing level. Discussions, case studies, and practical exercises are integral parts of the modules.

Registration link:

<https://www.capnhq.gov/CAP.Experiences.Web/Registration/RegistrationDetails?EventID=4220>

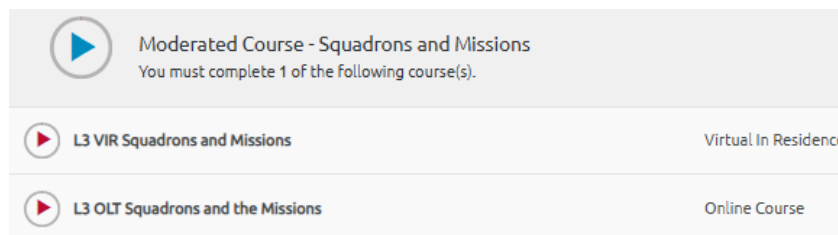
Level 4 has 24 modules/lessons. There are 11 unmoderated modules which are available through the Absorb system in eServices. This virtual offering will only cover the 14 moderated modules. They each have readings and assignments to be completed prior to the session to prepare for the discussion. Please email chooper@ncwgcap.org or nicole.shaffner@scwgcap.org with any questions.

All level 4 content is available to download on the Education and Training website or you can use this link – https://www.gocivilairpatrol.com/media/cms/OneDrive_20220711_F2E4D22C57FC7.zip

Volunteer University Moderated Modules – Enrolling in Absorb

Volunteer University contains automated and moderated modules in the five Levels. When Absorb was introduced, asynchronous learning (online) became available to complete moderated modules. Previously, only moderated modules could be completed through synchronous learning in a cohort, onsite, or in the Virtual In-Residence (ViR) program. These modules are still completed onsite, in ViR, and now in Absorb.

Under the Level's moderated module, there are two selections. Below is an example of Level III's Squadrons and Missions module.

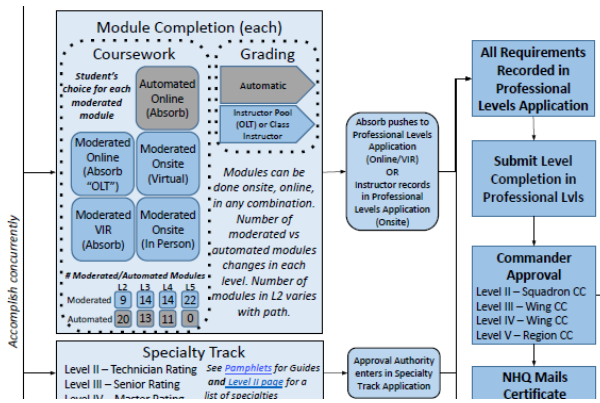
A screenshot of a software interface showing a course selection screen. At the top, there is a play button icon and the text "Moderated Course - Squadrons and Missions" followed by "You must complete 1 of the following course(s)". Below this, there are two rows, each with a play button icon, a course name, and a description. The first row shows "L3 ViR Squadrons and Missions" with "Virtual In Residence" to its right. The second row shows "L3 OLT Squadrons and the Missions" with "Online Course" to its right.

Moderated Course - Squadrons and Missions	
You must complete 1 of the following course(s).	
L3 ViR Squadrons and Missions	Virtual In Residence
L3 OLT Squadrons and the Missions	Online Course

L3 ViR indicates you can enroll in this Level III module in the Virtual In-Residence program (if available). *L3 OLT* indicates you can enroll in *Online Training* and complete the module through Absorb. A Volunteer University instructor will grade the work completed in Absorb.

A document to guide you through enrolling in a moderated module through the Virtual In-Residence program is available. Click [Virtual In-Residence Courses - Enrollment Instructions](#). It is also available on the [NC Wing Education and Resources](#) webpage.

Navigating Professional Levels Flowchart



Col Liz Sydow created an excellent flowchart that assists senior members with navigating the Level II through V curriculum. With her permission, we have modified it slightly for use in the NC Wing. The flowchart identifies the requirements in the Levels, the approval process, submission of the Level, certificate, and presentation. This flowchart can be downloaded from the NC Wing Education and Training website under the [E&T Resources](#) page. To go directly to the document, click [Navigating Professional Levels Flowchart](#).

Training Leaders of Cadets Modules in Absorb

The online modules associated with both TLC Basic and TLC Intermediate have been moved out of the Old LMS and are now available in Absorb. Just type "TLC" in the search area. The modules will only be visible to senior members who have completed Level 1. The [TLC Basic & TLC Intermediate eServices Updates User Guide](#) provides step-by-step instructions on locating and enrolling the modules.



Once both the online modules and the in-residence portion of a TLC course are complete, a member must go to eServices to submit the course for credit. This is a new step that was not required in the past. Under the Cadet Programs menu within eServices, there is a new area called "Training Leaders of Cadets (TLC)." This is where members submit their courses for credit. An informational lesson within the TLC online modules in Absorb shows you how to do this step-by-step. These instructions can also be found in the [TLC Basic & TLC Intermediate eServices Updates User Guide](#).

National Mentoring Month Messages

By Lt Col Patricia Fisk-Moody, Member National Mentoring Team



January is the month to consider becoming a mentor and making a positive impact on someone's life. There are many opportunities in Civil Air Patrol to share your expertise with others, from short-term mentoring designed

to provide members with goal-specific guidance to long-term mentoring to help members develop their skills over time. January is also the month to recognize the impact mentors have on our personal and professional development. There are several ways we can express gratitude to a mentor. A handwritten note, an email, a phone call, or a small gift are all ways you can let your mentor know how much you appreciate their support. For more information about mentoring opportunities in CAP, go to <https://www.gocivilairpatrol.com/members/ed-training/mentoring>

By Lt Col Deborah Kolos, National Director of Mentoring

The Season of Giving doesn't have to end after the holidays! January is National Mentoring and National Volunteering Month, and you can give your time, knowledge, and experience as a Mentor to your fellow Civil Air Patrol members. And, while giving of yourself as a Mentor, you will also be receiving the joy and satisfaction of knowing that you are an integral part of the future of the mentees but also of all of Civil Air Patrol! Contact us at mentoring@capnhq.gov for more information.

How Do I...

The "How Do I" section contains items and tips to help members navigate eServices, find information, and provide "I didn't know that" items.

How Do I Find Grade (Rank) Abbreviations?

The CAP Brand Guide contains a list of the proper grade abbreviations and how to use them. There is an internal abbreviation and an external (AP Style) abbreviation. From the webpage: To assist in understanding CAP rank/grade among nonmembers reading Civil Air Patrol Volunteer magazine, PROPS, recruiting collateral, and other externally targeted communications, CAP follows AP Style for rank/grade abbreviation. Due to character count limitations on some social media platforms, such as Twitter, internal abbreviations may be used if necessary.

Senior members pending or close to promotion to another rank do not use the term "select", "sel.", "(S)", or any variation to indicate the new rank; e.g., do not use Col. (select) Joe Pilot as a rank/grade. Use the current grade until the new rank/grade is officially reflected in eServices. Senior members receiving temporary ranks due to duty assignments pending one year in time will also not use the term "temporary", "Temp" (T), or any variation to indicate the temporary rank. Do not use superscripts for "1st" and "2nd". Senior members without grade or rank are not referred to as having "Senior Member" or "SM" grade or rank, as per CAPR 35-5 §1.3–1.4.

Cadet grades are also listed here. You may refer to a cadet of any rank as "cadet". To view and download the list, click [Grade Abbreviations](#) to go to the page in the Brand Guide.

Grade/Rank	External (AP Style) Abbreviation	Internal A
senior member		
staff sergeant	Staff Sgt.	SSgt
technical sergeant	Tech. Sgt.	TSgt
master sergeant	Master Sgt.	MSgt
senior master sergeant	Senior Master Sgt.	SMSgt
chief master sergeant	Chief Master Sgt.	CMSgt
flight officer	Flight Officer	FO
technical flight officer	Tech. Flight Officer	TFO
senior flight officer	Senior Flight Officer	SFO
second lieutenant	2nd Lt.	2d Lt
first lieutenant	1st Lt.	1st Lt
captain	Capt.	Capt
major	Maj.	Maj
lieutenant colonel	Lt. Col.	Lt Col
colonel	Col.	Col
brigadier general	Brig. Gen.	Brig Gen
major general	Maj. Gen.	Maj Gen

How Do I Find CAP Abbreviations and Acronyms in CAPipedia?

CAPipedia

If you are a new Civil Air Patrol member or even have a few years of service, you may not understand some of the conversations in your squadron when acronyms and abbreviations are flying through the air. Former and current military members are more familiar with acronyms; however, there are many unique to CAP. CAPipedia is a great source for deciphering a few, like WMIRS, AFRCC, ICS, GVR, AEM, CC, and more. Click [CAP Acronyms](#) to open the webpage. Click [CAPipedia](#) to access the main page.

Other Learning and Training Opportunities

This section lists other training resources inside and outside of Civil Air Patrol that will increase your knowledge and enhance your skills.

Visit Wings, Regions, and Overseas Locations

On the national website, there are links to all CAP regions and squadrons, including the overseas squadrons. Click [CAP Locations](#) to go to the webpage. Check out virtually what other squadrons do in their local units and communities. Do you have any travel plans? If you have time on your journey, plan

on visiting a local squadron. Contact the squadron before heading out, introduce yourself, and find out the uniform of the day. When I was a unit commander, I enjoyed visits from members of other squadrons.

Did you know there are eleven overseas cadet squadrons? This is a great way to make connections and share ideas. Would you consider your squadron establishing a relationship with an overseas unit?

Introduce this to your squadron's Deputy Commander for Cadets and see where it can take you and your cadets!



CAP Cisco Networking Academy Cyber Challenge

Civil Air Patrol Cyber Programs is excited to announce that CAP is participating in the Cisco Networking Academy Cyber Challenge. This Learn-A-Thon is different from the others in which we have participated. The goal of the [CAP Cisco Networking Academy Cyber Challenge](#) is to complete 6 courses and the Career Path Exam by 23 May 2025. Members completing the CAP Cisco Networking Academy Cyber Challenge would have the skill set that could lead to an entry-level job opportunity in the cybersecurity industry. All course materials are free to all CAP members.



There is no fee to participate in the Learn-A-Thon, and every CAP member participating has a chance to win a voucher to sit for their CCST (Cisco Certified Support Technician) Cybersecurity certification for FREE! For our cadets, any cadet completing this challenge will be qualified to attend the Cyberspace Networking Course (CNC) at the 2025 National Cadet Special Activities. Please submit any questions to cyber-programs@cap.gov.

The CAP Cisco Networking Academy Cyber Challenge is open to ALL members, regardless of age or occupation. As always, you can learn about all things CAP Cyber at the CAP Cyber website: <https://cyber.cap.gov> and <https://www.facebook.com/civilairpatrolcyber>.

Please forward any questions you have about this newsletter and Education and Training to Lt Col Kathy Nicholas at knicholas@ncwgcap.org