



NC Wing Education and Training Newsletter July 2025



John Maxwell has a famous quote, "Change is inevitable, growth is optional." I have a running joke with our sUAS instructors involving packing all their equipment into a backpack and joining our ground search teams. Whether or not our equipment and regulations ever lighten up enough for that to become a reality is up for debate. No matter what happens, I guarantee you that five years from now, you will be surprised by the advances in the contributions that unmanned vehicles make to search and rescue efforts. Cadet Programs has recently changed to require renewal of Training Leaders of Cadets (TLC) every 48 months. Our Public Affairs teams are in the middle of a major update. The aircraft, radios, and search techniques we use are constantly being upgraded. It is certain that if we as members of the Civil Air Patrol do not prepare for the future, changes in the world will render us obsolete. I strongly encourage you to work to educate yourself now so that you can rise to meet the challenges of tomorrow.

NCWG E&T will be hosting a Level 2 in-person training on Aug 30 at Franklin County Composite Squadron. There will also be a Level 3 hybrid training. The virtual portion will be held on 23 Aug and the in-person portion will be held on 30 Aug. Watch your email in the next two weeks for the registration links.

Maj Chad Hooper, NC Wing Director of Education and Training

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Education and Training Program Level Completions in Jun

Level I Member

- NC-050 SM Lauren Wray
- NC-121 SM William Sparger Jr
- NC-160 SM Jason Egan
- NC-162 SM Shannon Moon
- NC-171 SM Derrick Giggey
- NC-300 SM Paul Barnert, SM Darren Holman, SM Adam Macielinski

Level II Davis

- NC-007 Capt Matthew Dobyns
- NC-023 2d Lt Kevin Roth
- NC-070 1st Lt Mychal Gallop
- No Davis Award Ribbon – Leadership
- Ribbon for Tech rating 

Level III Loening

- NC-070 Capt Haleigh Wooters, 1st Lt Bobby Slaughter
- NC-160 1st Lt Ernest Williams
- NC-307 1st Lt Ian Barnes

Yeager Award

- NC-055 SM Eugene Johnson
- NC-055 SM Thomas Snowden
- NC-079 SM Benjamin Heath
- NC-124 SM David Wiles
- NC-162 SM Josiah Gandy
- NC-162 SM Shannon Moon

Specialty Track Ratings Achieved in June

- Administration Technician Rating – Capt Matthew Dobyns, NC-007
- Aerospace Education Master Rating – 1st Lt Yelena McManaman, NC-048
- Aerospace Education Technician Rating – 2d Lt Kevin Roth, NC-023
- 2d Lt Robert Hoffman, NC-307
- Cadet Programs Senior Rating – SM Josiah Gandy, NC-162

Cadet Programs Technician Rating – Capt Matthew Dobyms, NC-007
1st Lt William Mellick Jr, NC-022
2d Lt Giovanni DeSimone, NC-057
2d Lt Leslay Sutter, NC-057

Command Technician Rating – Capt Angela Kreuser, NC-170
Communications Master Rating – Maj Rufus Brock, NC-052
Communications Senior Rating – 1st Lt Bobby Slaughter, NC-070
Communications Technician Rating – 2d Lt Ronnie McCormack Jr, NC-007
FO Joshua Proctor, NC-057

Education and Training Senior Rating – 1st Lt Ian Barnes, NC-307
Finance Technician Rating – 2d Lt Lisa Gamache, NC-153
Information Technology Senior Rating – 1st Lt Jayme Richards, NC-143
Logistics Master Rating – Capt Stephen Beal, NC-057
Logistics Technician Rating – Capt Randy Patterson, NC-050
Operations Senior Rating – Capt Stephen Beal, NC-057
Public Affairs Technician Rating – 2d Lt Frederick Walton, NC-170



Education and Training Program

Education and Training Program and Specialty Track



To accomplish its mission, Civil Air Patrol requires an informed and active senior membership trained in leadership, management, and functional tasks. The CAP Senior Member Education and Training Program prepares members to serve their units, their communities, and their nation. The Education and Training Program comprises five levels as outlined in [CAPR 40-1 CAP Senior Member Education and Training Program](#). An Education and Training Officer (ETO) assists members and manages the Senior Member Education and Training Program in their echelon. The position is defined in [CAPP 30-1 CAP Sample Position Descriptions](#).

[CAPP 40-40 Education and Training Officer Specialty Track Guide](#) details the knowledge, training, and performance requirements for the position. Members earn technician, senior, and master ratings in the specialty. Since all senior members undergo the E&T program, this position is significant, especially at the squadron level. The ETO begins the specialty track journey by reading the regulation and pamphlet and connects with a mentor who holds a higher rating. They assist the commander in ensuring that the training offered matches the unit's needs. There is a list of publications in the pamphlet that the ETO needs to review and become familiar with. Assisting new members through Level I and reviewing and planning E&T training for the unit's members is essential.

Advancing in senior and master ratings, the ETO gains experience. Active participation and approval as a Volunteer University instructor enhances the ETO's value as a resource at the unit, group, and wing levels. For further information about the Education and Training Officer position, please contact Maj Chad Hooper, NC Wing Director of Education and Training at chooper@ncwgcap.org. Resources can be found on the [NC Wing Education and Training Resources](#) webpage.

Year of Ownership

We've had some great sessions in the Year of Ownership Series. This month, we'll focus on the "Owning the Stakeholder Experience" session led by Mr. Jared Peregoy. You can access the recording in Absorb. According to Echelon Front, the Laws of Combat are behaviors that leaders should exhibit. The four laws

are: Cover and Move, Simple, Prioritize and Execute, and Decentralized Command. These principles empower everyone in an organization to communicate effectively, delegate without ego, mutually support each other, and identify the most valuable and effective use of their time.

We each share the same mission of Civil Air Patrol. Through the relationships we develop, communication, and collaboration with our fellow members, we can accomplish our goals and theirs together. Keeping things simple is essential. Keeping things simple is about effective communication and understanding, enabling us to execute at a high level. When we prioritize and execute, our mindset is centered on having the discipline to accomplish the most critical item. It then gives us the freedom to move on to the next.



Decentralized Command allows those around us to act. What can someone else take on? It frees us up and empowers others to act, engage, and gain experience. The session also contains information on Mindsets: Default Aggressive, Humility: Check Your Ego, Innovate and Adapt, and Discipline = Freedom.



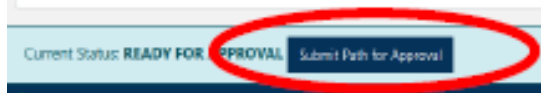
Log in to Absorb to review this session, register for the Midyear Review session on 2 July, or view other ones you might have missed. Remember, attending or viewing six sessions will give you a conference credit for Level III in the Education and Training Program.

Submitting a Level for Approval and Explanation of the Pending and Approval Boxes

Professional Levels is the official record of the components of a member's Education and Training Program completions. Absorb, virtual, in-person classes, and Virtual In-Residence classes are the ways to complete the Volunteer University modules.

This article provides information on how to submit a Level for approval. Members submit their Level for approval when all items are complete. The members' Education and Training Officer, Commander, and Deputy Commander can also submit the Level on behalf of the member.

When requirements are completed for a Level, the blue box contains a button that permits the member



who completed the Level to submit their Level for approval. The Approval Authorities are Levels I & II - Unit Commander, Levels III & IV - Wing Commander, Level V - Region

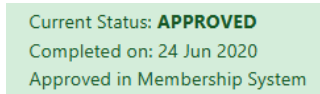
Commander. All approvals go through the unit commander, then continue up the chain.

Blue Box – Current Status: PENDING



After the Level is submitted, the blue box shows it is pending approval.

Green Box – Current Status: APPROVED



This indicates that the member has completed this Level. The example demonstrates that it was completed in 2020 as part of the Professional Development Program. When the Education and Training Program became active in August 2020, all members who had completed Levels prior to this date will show this type of box. If the member has completed the Level in the E&T program (After August 2020), the green box will have more information. The example below illustrates the approval for Level V, which requires approval at each level up through Region.



Note: Level II requires two parts for approval. Members must submit each part separately.

NC Wing Education and Training Newsletter – New Direction

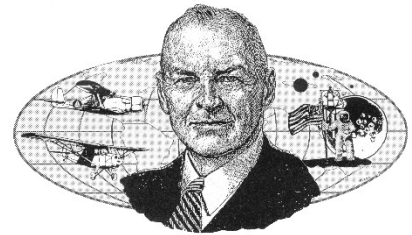
Newsletter

Starting in August, the NC Wing Education and Training newsletter will be published by a collaboration of the NC Wing Education and Training staff and the NC Wing Public Affairs staff. This is an exciting time as we endeavor to take our communication with members in a new direction.

In addition to recognizing the achievements of our members in the Education and Training space, the new North Carolina Wing Newsletter will begin highlighting leaders from across our wing. Next month, we will be spotlighting Public Affairs. Future articles will include Emergency Services, Operations, Transportation, and other areas that contribute to the success of our wing. We will also continue to solicit articles from influential leaders throughout our organization as well as maintain a list of upcoming events. Finally, we will strive to continue the excellent "How Do I . . ." section created by Lt Col Nicholas. If you have a tip that would be useful to our membership or a question that you know members struggle with, submit it to chooper@ncwgcap.org with How Do I in the subject line.

Level V Hybrid Course in the Fall

The Mid-Atlantic Region will conduct a Hybrid Level V course on 06 Sep & 20 Sep 2025 for the online portion and 03-05 Oct 2025 for the in-person portion at Joint Base Andrews Air Force Base, Camp Springs, MD. Registration is now available in the "Registration Zone" in eServices. Members must have completed Level IV to be eligible to register for Level V. The registration deadline is September 1. The primary focus in Level V is on developing a strategic view of the organization and continued leadership skills. Level V focuses on developing region and national-level leaders. This is the highest level of CAP career development and is for those officers performing duties as commanders or staff officers at the region or national level. Successful completion of Level V of the Education and Training Program qualifies the CAP officer for the Gill Robb Wilson Award, the highest education and training award earned by a senior member.



For questions and further information, contact Maj Carol Stoltz at cstoltz@mar.cap.gov 631-767-3758 or Lt Col David Roberts at david.roberts@mar.cap.gov 843-465-2668.

Editor's note: For an interesting perspective on Gill Robb Wilson, who's named for this award, click [CAP National Historical Journal Volume 1, Issue 1](#) for his granddaughter Jill Robb's unique memory of her grandfather.

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 Stay Current on CAP Publications?

2025
Publications
Updates

Do you know when a change happens to a Civil Air Patrol regulation, pamphlet, or form? CAP regularly updates its publications. Your duty position may be affected by the change. Besides reviewing the publication webpages on the national website, you can request a subscription to receive a monthly update by clicking [Publication](#)

[Updates](#). This monthly email lists changes to publications and those in the revision process.

Revising a publication can be a lengthy process, as it involves multiple layers of review and approval before a revised version is published. CAP is part of the U.S. Air Force Total Force, which requires not only CAP Command and Board of Governors approval, but also USAF approval. An Interim Change Letter (ICL) is issued when a change requires immediate action that does not necessitate a revision to the entire regulation at that time. For example, [ICL 25-02](#) was issued for CAPR 39-1 Civil Air Patrol Uniform Regulations on 16 April. We mentioned the ICL in the May newsletter.

Wings and regions publish supplements, forms, and Operating Instructions (OI) to CAP publications. Click [Approved Supplements, Operating Instructions, and Forms](#) to go to the NHQ webpage to review these items. The NC Wing lists seven supplements, and the Mid-Atlantic Region lists five.

How Do I Find Publication Templates and the CAP Brand Guide?

Civil Air Patrol provides templates for many items we use. Click [Publication Template](#) to access the webpage on the national website, which offers various templates, including letters and papers.

Templates

The Publication Template webpage also has a link to set up your business card. It goes directly to the [CAP Brand Guide Business Card Page](#). The [Civil Air Patrol Brand Guide](#) provides all the resources for proper use and application of brand graphics, including the logo, symbol, wordmark, command emblem, official seal, and legacy graphics. Downloadable typefaces and graphics are available along with the brand color palette and a graphic generator for subordinate entities.

While you are in the Brand Guide, click [Email Signature](#) to set up your email signature properly. The Brand Guide guidelines state that you can list multiple duty assignments; organize assignments from the highest to the lowest organizational level. Do not list certifications, accomplishments, etc. No disclaimer, FOUO statement, motivational quote, etc., may be appended to the signature block unless required by law or when operating under CAP Sensitive or Classified Mission Programs. Do not include professional titles such as "MD," "PhD," etc.

Take the [MAC Matters](#) Newsletter brand quiz. The May quiz's subject centers on the resources for open houses, air shows, and other events. The June quiz focuses on the logos, symbols, or emblems that can be used in apparel designs. Click [May Brand Quiz](#) and [June Brand Quiz](#) to test your knowledge!

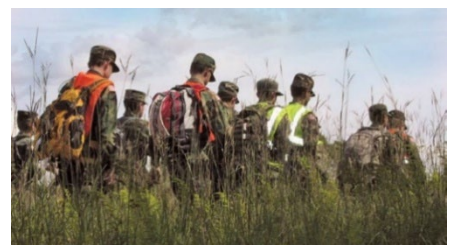
MAC MATTERS

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.

Mid-Atlantic Region SAREX Aug 8-10, 2025

North Carolina Wing is hosting the Mid-Atlantic Region - South SAREX at NC Wing Headquarters in Burlington, NC, the weekend of August 8-10, 2025. Arrival and scenario kick-off will be on the evening of Friday, Aug 8. The Incident Command post will be fully in-person, and ground teams will be tasked from the ICP. This will be a complex SAR/DR scenario with opportunities to train in every specialty area.



Members will be able to camp on-site in the yard behind NCWG HQ. Members may also elect to stay at local hotels in Burlington at their own expense. North Carolina Emergency Management has agreed to cover the cost of catered meals for Saturday and Sunday (this, as with everything, is subject to change). Registration is on a first-come, first-served basis. Additional details will be provided to those who register.

Please register at the links below, according to your area of participation:

INCIDENT STAFF:

<https://forms.office.com/Pages/ResponsePage.aspx?id=WVLqN3zUxUuFnjQPxdYXrrEz7WMshzNLnWpdq0j2wNhUMTA4NjhQN1RNTzBXWjJYVDhHWjQxRTJBTi4u>

GROUND TEAM:

<https://forms.office.com/Pages/ResponsePage.aspx?id=WVLqN3zUxUuFnjQPxdYXrrEz7WMshzNLnWpdq0j2wNhUN0MzM04yWEJPVVM4WDNCMTZUMTRCSIRDTi4u>

AIRCREW:

<https://forms.office.com/Pages/ResponsePage.aspx?id=WVLqN3zUxUuFnjQPxdYXrrEz7WMshzNLnWpdq0j2wNhUREE4TUxZNUREWEI2UDNLTZOODBERU1JNi4u>

sUAS:

<https://forms.office.com/Pages/ResponsePage.aspx?id=WVLqN3zUxUuFnjQPxdYXrrEz7WMshzNLnWpdq0j2wNhUOEFVUEcyN081M0ZMMzczRjBPU0NNQUw5Ni4u>

Please direct any registration or general questions to Maj Matthew Chirik mchirik@cap.gov and Capt Stephen Beal (stephen.beal@ncwgcap.org).

Mid-Atlantic Region Training Leaders of Cadets Course – 23 August



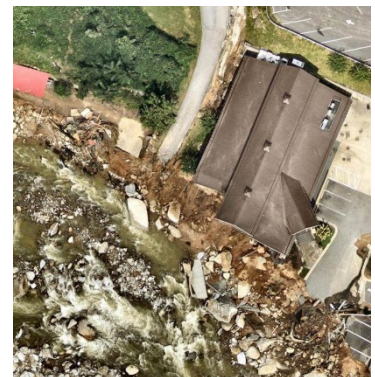
The Mid-Atlantic Region Cadet Programs Team is hosting a Virtual Training Leaders of Cadets (TLC) Intermediate course via MS Teams on Saturday, August 23, 2025, from 8:00 am to 4:30 pm EST. The TLC Intermediate Course is a discussion-based course designed to prepare cadet programs officers to lead the squadron's cadet program. This course counts toward a unit's requirement to have at least two Senior Members current in TLC. It also counts toward QCUA and the Cadet Programs Specialty Track senior rating. TLC-Basic is not a prerequisite for this course. Participants must complete one online module in Absorb prior to the virtual course.

Sign up in [Registration Zone](#). You can also search for it under MAR-MAR-001 or "[TLC-I]." Registration is initially open to the Mid-Atlantic Region. It will be opened to other regions on 1 Aug 2025 if space is available. We expect a high demand, so register early! For more information, visit the [Training Leaders of Cadets](#) webpage. Contact Lt Col Fisk-Moody, pmoody@mar.cap.gov, with any questions.

Geospatial Damage Assessment Team

from the 3 June PROPS newsletter

June 1 marked the start of the 2025 Hurricane Season in the Atlantic Ocean, with the National Oceanic and Atmospheric Administration predicting a busier-than-average year. That means the need for trained online damage assessors is greater than ever, and the national Civil Air Patrol Geospatial Program has rolled out new training for both adult and cadet members to assist the Federal Emergency Management Agency, state, and local governments in determining the impact of disasters.



During the 2024 hurricane season, members of CAP's Geospatial Damage Assessment Team worked all six major storms — Beryl, Debby, Ernesto, Francine, Helene, and Milton — that made landfall in the U.S. and its territories. Those efforts helped prompt federal disaster declarations that rushed targeted relief to those affected.

The damage assessment team's work, however, extends beyond hurricanes, with the team being activated on average once a month in response to disasters ranging from tornadoes and flooding to typhoons and wildfires. Since the team responded to its first major disaster, Hurricane Ida, in 2021, it has assisted in over 60 incidents and helped numerous communities recover more quickly.

One of the Geospatial Program's biggest draws is that anyone can participate, regardless of location, age, gender, or physical condition. Completion of the training entitles CAP members to the "DATC" (Damage Assessment Training Course) Ops Qual for their 101 cards. Members who wish to complete this training must visit the [CAP Geospatial](#) page, sign up, and follow the four-module process.

2026 Civil Air Patrol National Conference – Save the Date – 28-29 August, 2026



Instead of holding an in-person conference in 2025, CAP has been hosting Year of Ownership sessions. Next year, we will gather together at the Loews Hotel in Kansas City on 28 & 29 August. It is too early to announce the agenda and learning sessions; however, if you have attended past conferences, you know it will be packed with great speakers, presentations, and time to connect with fellow members from across the nation. Save the date on your calendar and plan to attend!

CAP Silvered Wing Series



If you missed seeing this addition to CAP's Silvered Wings Series, check out the [DeHavilland Canada DHC-3 Otter](#). The DHC-3 Otter is one of the largest single-engine aircraft built after World War II. Developed by DeHavilland Canada as a short takeoff and landing utility transport, the 55-3251 was delivered to the U.S. Army on March 12, 1956. Over the next 18 years it continued its Army service based at several locations, from the old blimp hangars at Lakehurst, New Jersey, to White Sands Missile Range in New Mexico.

In 1974, it was prepared for transfer to the U.S. Air Force and assigned to Goose Air Base in Labrador, Canada. There, 55-3251 served the 95th Strategic Wing until May 1975, when the Air Force withdrew its aircraft from Goose Bay. It was transferred to Civil Air Patrol and registered as N5323G. Click [DeHavilland Canada DHC-3 Otter](#) to read the full article.

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