**ENCAMPMENT CEC POSITION DESCRIPTIONS**

**AKWG 2022 Summer Encampment**

**Cadet Commander (C/CC)**: Coordinates with, and provides direction for, subordinate cadet staff members. Ensures that encampment directives are being met and guides the encampment staff in ensuring that the health and morale of the staff and students are being supported. Performs other duties as assigned by the Encampment Commander and Commandant.

**Cadet Deputy Commander for Operations (C/DCO)**.  Responsible for coordinating and implementing the encampment training, outside the scope of the standardization and evaluation staff. Responsible for the training and performance of all operations personnel at the encampment. Good time management, conflict resolution skills, and command presence necessary for this position. Duties and responsibilities: quality training of all the "line (operations)" personnel at the encampment; direct supervision and evaluation of the performance of the flight commanders; adherence to the established cadet training schedule; compliance with the established encampment academic, physical fitness and training programs; support the C/CC in his/her duties, filling in where needed; monitoring of the in-flight position training, ensuring adherence to rules; and assigning of project officers to special tasks, as needed.

**Cadet Deputy Commander for Support (C/DCS)**.    Responsible for coordinating, controlling and directing the support activities of the encampment. Manages and leads the Support OIC/NCOICs. Good command presence, organizational skills, and time management are essential. Duties and responsibilities include: quality training of all the support staff; assisting the OICs to manage their departments and develop as leaders; supervision and evaluation of the OICs of each department, ensuring coordination, proper conduct and progress in work; coordination of the assignments of the support cadre; motivation of the support staff; and coordination with C/DCO to prevent conflicts.

**Cadet Public Affairs Officer (C/PAO).**    Responsible for publicizing, recording, and reporting on encampment plans, progress, and results. Good organizational skills, time management skills, and interpersonal skills with an eye toward marketing are essential. Previous PAO experience desired but not necessary. Publicizing includes creating video, photographic, graphic (flyers) and written material to inform students and parents of deadlines and help them get excited and prepared for encampment, and distributing that material via CAP and social media channels. Recording events at encampment includes creating photographs, videos, and written material to keep parents informed, motivate students and staff, and create a historic record of the encampment. The Cadet PAO also manages and leads the Public Affairs NCOs.