

2 WHITBY VANDENBOS NCOIC CADET ACTIVITY ASSESSMENT

General Directions

The underlying expectation for Squadron Activities is that the cadet staff will organize and run the event with limited adult staff supervision or input. The reality is that cadet confidence and experience levels vary widely. Some will take to a leadership role easily others will need to be mentored and monitored closely to ensure the success of the event and that the experience for the leading cadet is a positive one.

The purpose of this assessment is to review and document cadet performance in order to provide feedback for improvement and provide a record when the cadet is being considered for merit based promotions and awards.

When providing feedback it is most important to emphasize *what the cadet did well* and limit negative feedback to three (3) key issues. Further, when discussing where the cadet was challenged or struggled *you must provide suggestions* on how to do the work differently to ensure an more successful outcome in their next task.

If you are uncomfortable providing negative feedback or are unable to offer suggestions for improvement seek out the assistance of a CIC Officer who is trained in this type of work

Score each element using these references:

4	-	Exceptional	3	-	Acceptable
2	-	Acceptable with assistance	1	-	Unacceptable

Where a 4 or a 1 is awarded a supporting explanation is required.

In the “Additional Comments” Section you are encouraged to add your personal opinion of how the cadet did and highlight any particular part of the event the cadet handled well or other achievement.

CADET LEADERSHIP ASSESSMENT

Name:

Rank:

Activity:

Dates:

Supervising Staff Member:

Please provide an assessment of cadet performance in a leadership role in the following areas:

	SCORE
1. Planning and Preparation	
2. Response to Direction	
3. Cooperation	
4. Motivation and Initiative	
5. Concern for subordinates	
6. Personal Conduct / Dress / Deportment	

Additional Comments: (use back of page if necessary)

Cadet Acknowledgement:

I have read and reviewed this report with the Supervising Staff Member / Staff Officer:

Signed:

Staff Certification

To the best of my knowledge this is a fair and reasonable assessment of this cadet's performance during the conduct of the referenced activity. I have provided suggestions for improvement to the cadet.

Signed: