

Australian Australian Australian

# **FEDERAL ADMINISTRATION INSTRUCTION NO 74**

F/AI 03/12 15<sup>th</sup> July 2012

### **CADET OF THE YEAR ADVISORY GROUP (COYAG)**

#### 1.0 Preamble

- 1.1 For considerable time it has been considered that the Chief Commissioner and Federal Commissioners need to be able to receive regular feedback and suggestions from members at the front line. This channel of communication enables the League's senior leaders to understand the operating environment, engage directly with cadets on a wide range of issues such as cadet satisfaction, NCO retention, new ideas, current activities and keeping the Air League relevant to cadets needs. However, previously, attempts to achieve this goal have failed for varying reasons.
- 1.2 At the Cadet of the Year interviews in April 2012 it became evident that the senior cadets who had been awarded the League's most prestigious award, Cadet of the Year, offered a unique opportunity to engage with all cadets in each Group. COY candidates are ideal role models and have a special place in the minds-eye of both young cadets and senior officers.
- 1.3 After the COY weekend it was decided to develop further the idea of an Advisory Group, to be known as the COYAG, and initial discussions were held in South Australia, including the Chief Commissioner, Training Commissioner and Air Activities Commissioner.
- 1.4 The gathering decided to proceed to form a COY Advisory Group and the concept paper was adopted. The concept is as follows:

#### Membership

- Members of the COYAG must be serving as a cadet
- Members must be current COY winners or Group candidates, past and present
- Current COY winners and candidates will be full members and former COY winners and candidates will be associates
- Associates will leave the group on becoming an adult member
- Current means a COY winner or candidate in the present 12 month period (Jan to Dec)

### **Organisation**

- The current serving COY winner(s) will act as co-leaders of the COYAG. The current leaders are Cpl Bronwyn Smith (NSWGG) and Sqt Anthony Barrett (NSWBG
- The group will nominate a Secretary. The Secretary is Cpl Lorien Murray (QLDG)
- The COYAG will meet face-to-face at least once per year and on-line as needed
- The COY co-leaders will provide regular feedback on progress to the Federal leadership team (i.e. Chief Commissioner and Federal Commissioners)

#### **Purpose**

- This initiative aims to generate 'upward feedback' on a range of pre-selected themes and is based on thoughtful, positive input from senior cadet leaders
- COYAG will be a communications channel that transcends organizational hierarchy and removes structural barriers
- Aimed at developing new and innovative ideas for future achievement of strategy
- Intended to harvest real-time tacit knowledge and opinions from cadet members

- The Air League 80<sup>th</sup> Anniversary Review
- Engaging and retaining older cadets
- Making education and training relevant
- Making better use of technologyThe Air League as a special place
- Attracting new cadet members

# Strategic Significance

Air League Success Factor #2
'We must gain commitment from, engage and satisfy cadets'

## Reporting Accountability

The Chief Commissioner, coordinated through the Federal Air Activities Commissioner

### **Process**

- Members join the Group on becoming nominated for the Federal COY Award
- Group meets during the COY selection weekend to discuss projects and issues
- Group engages in virtual meetings with other associate members in each Group
- Group meets face-to-face at a special weekend forum
- Group leaders provide feedback on progress to the Federal Air Activities Commissioner
- Federal team provides feedback to COYAG and COL on considerations and actions

## Communication channels

- Air League Website
- SurveyMonkey/ MailChimp
- Facebook
- Emails
- Squadron newsletters
- Oral presentations
- Group reviews and functions
- Squadron visits by COYAG members
- Publications

#### Skill development for members

- Leadership and organisation skills
- Problem solving and decision making
- Communications and engaging other people
- Listening skills and assimilating diverse information
- Working as a team across boundaries and borders
- Dealing with feedback in a positive manner
- Report writing and presentation skills
- Thinking creatively and constructively
- 1.5 I urge all Groups and their members to give, these our Cadets of the Year the opportunity to use their successes in being nominated for the Cadet of the Year award, every opportunity to succeed in bringing new ideas and processes forward that can then be discussed by all Groups and the Council of the Australian Air League Inc. for the ultimate benefit of the members.

Air League Success Factor #2

'We must gain commitment from, engage and satisfy cadets'

Chief Comr. Ian Rickards, LM., DSA., MSA., Chief Commissioner.