## **LESSON PLAN**

### **PART I**

Chapter 1, Lesson 1: Organization of the AFJROTC

Instructor: Academic Instructor Teaching Method: Informal Lecture

Visual Aids (VA): PowerPoint Presentation

**Student Preparation:** 

Reading Assignment: Leadership Education I: Citizenship, Character and Air Force

Tradition, Chapter 1, Lesson 1

Homework Assignment: Instructors may use any or all Student Workbook questions for

this lesson as homework or in-class assignment.

Date of Lesson Development/Last Major Revision: 1998/July 2005

## **PART IA**

# Lesson Objectives:

- 1. Know the purpose of the Air Force Junior ROTC.
- 2. Know the structure of the Air Force Junior ROTC.

# Samples of Behavior/Main Points:

- 1. Define the purpose of the Air Force Junior ROTC.
- 2. Outline the mission of the Air Force Junior ROTC.
- 3. List the objectives of the Junior ROTC program.
- 4. Describe the line of responsibility and authority in the Air Force Junior ROTC.
- 5. Explain the job descriptions and organizational charts for AFJROTC.
- 6. Describe the selection of commanders and staff positions.

### **PART IB**

Strategy: Your cadets are about to embark on a program to help them become better citizens while promoting their sense of personal responsibility and accomplishment. Emphasize that they have made the right decision by joining the Air Force Junior ROTC and that they can take pride in the organization and its history.

PowerPoint Presentation: Information points will appear on mouse clicks.

## **Lesson Outline:**

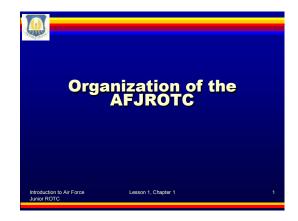
- 1. Quick Write/Motivation (5 min.)
- 2. Topics (40 min.)
  - a. What is the history of the Air Force Junior ROTC?
  - b. What do cadets learn and do?
  - c. What is the chain of command?
  - d. How is the cadet corps organized?
  - e. What is the cadet appointment and rotation system?
- 3. Wrap-up (5 min.)

### **PART II**

### INTRODUCTION

### **ATTENTION**

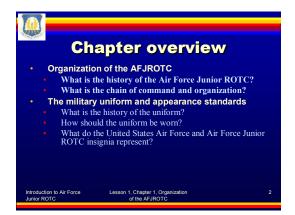
Organizations draw their strength from their lines of authority, teamwork and chains of command. When each member of an organization tends to his or her responsibilities, the organization can move toward its objective with strength and speed.

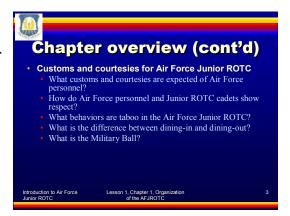


### CHAPTER OVERVIEW

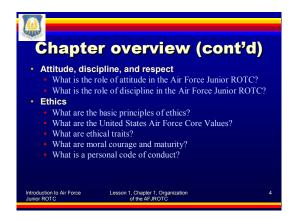
In this chapter of <u>Leadership Education 1: Citizenship</u>, <u>Character and Air Force Tradition</u>, we'll cover the following topics (this lesson's topics are in bold):

- 1. Organization of the AFJROTC
  - a. What is the history of the Air Force Junior ROTC?
  - b. What is the chain of command and organization?
- 2. The military uniform and appearance standards
  - a. What is the history of the uniform?
  - b. How should the uniform be worn?
  - c. What do the United States Air Force and Air Force Junior ROTC insignia represent?
- 3. Customs and courtesies for Air Force Junior ROTC
  - a. What customs and courtesies are expected of Air Force personnel?
  - b. How do Air Force personnel and Junior ROTC cadets show respect?
  - c. What behaviors are taboo in the Air Force Junior ROTC?
  - d. What is the difference between dining-in and dining-out?
  - e. What is the Military Ball?



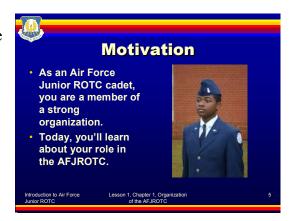


- 4. Attitude, discipline, and respect
  - a. What is the role of attitude in the Air Force Junior ROTC?
  - b. What is the role of discipline in the Air Force Junior ROTC?
- 5. Ethics
  - a. What are the basic principles of ethics?
  - b. What are the United States Air Force Core Values?
  - c. What are ethical traits?
  - d. What are moral courage and maturity?
  - e. What is a personal code of conduct?



## **MOTIVATION**

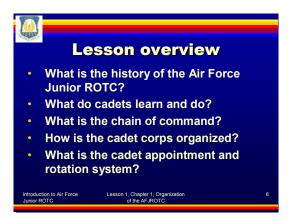
Today, you'll learn about the history, purpose, and structure of the Air Force Junior ROTC. We'll also clarify what the Air Force Junior ROTC expects from you as a cadet and what you can expect from the organization.



## LESSON OVERVIEW

Today, we'll cover the following topics:

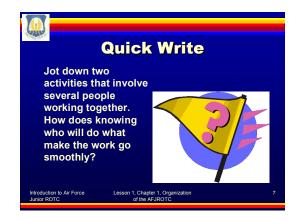
- 1. What is the history of the Air Force Junior ROTC?
- 2. What do cadets learn and do?
- 3. What is the chain of command?
- 4. How is the cadet corps organized?
- 5. What is the cadet appointment and rotation system?



### **OUICK WRITE**

Jot down two activities that involve several people working together. How does knowing who will do what make the work go smoothly?

Ask volunteers to share their ideas. Discuss the benefits of assigning responsibilities. For example, assigning responsibilities lets individuals focus on the details of their own jobs without worrying about all of the details of the project. Assigning responsibilities also enables people to work quickly and effectively without duplicating one another's efforts.



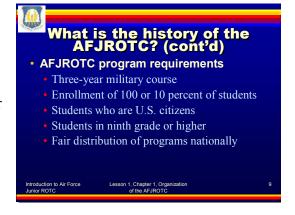
### **BODY**

## **PRESENTATION**

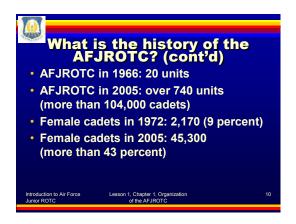
- 1. What is the history of the Air Force Junior ROTC?
  - a. The first purely technical and military school in the United States for training students in citizen soldiery was the American Literary, Scientific and Military Academy (now known as Norwich University).
    - (1) Army Captain Alden Partridge founded the school in Norwich, Vermont, in September 1820.
    - (2) Partridge believed that a citizenry educated in the art of war would serve the nation well.
    - (3) The school became known for its excellent academic program embedded in a tough, disciplined military environment.
  - b. The first Junior ROTC program was organized in 1911 by Army Lieutenant Edgar R. Steevers in Cheyenne, Wyoming.



- (1) Steevers believed that the teaching of military training could help create better citizens.
- (2) The goals of the program were to teach boys
  - (a) The advantages of a strong body and a clean mind
  - (b) The value of self-control and restraint
  - (c) Civic duties and responsibilities
- (3) In 1916, the Army formally adopted the Junior ROTC program.
- c. The National Defense Act of 1916 authorized a junior course for non-college military schools, high schools, and other non-preparatory schools.
- d. Public Law 88-647, the Reserve Officer Training Corps Vitalization Act of 1964, directed the secretaries of each military branch to establish and maintain Junior ROTC units at public and private secondary schools.
- e. Interested schools must apply and must meet eligibility requirements established by each secretary.
  - (1) Schools must agree to provide a three-year (or more) course of military instruction as outlined by the specific military branch.



- (2) Programs must have an enrollment of 100 physically fit students or 10 percent of the student body, whichever is less.
- (3) These students must be U.S. citizens in ninth grade or higher.
- (4) School selection is also based on a fair and equitable distribution of programs throughout the nation.
- f. Incentives are offered to use retired officers and noncommissioned officers as instructors.
- g. Each military service is authorized to provide equipment, uniforms, and a portion of the instructors' pay.
- h. In 1973, Public Law 93-165 allowed females to be counted toward enrollment in Junior ROTC units.
- i. The Air Force JROTC has grown a great deal.
  - (1) Between 1966 and 2005, the Air Force Junior ROTC grew from 20 units to over 740 units with more than 104,000 cadets.
  - (2) By 2006, the Air Force Junior ROTC is projected to have grown to more than 900 units.
  - (3) In 1972, when the Air Force Junior ROTC began admitting young women, 2,170 young women joined the organization. This made up 9 percent of the corps.



(4) Since then, the number of young women in the Air Force Junior ROTC has increased to 45,300—more than 43 percent of the corps.

# j. What is the mission of the Air Force Junior ROTC?

- (1) The mission of the Air Force Junior ROTC is to build better citizens for America.
- (2) As set forth in 10 USC Section 2031, the goals or purpose of the Junior Reserve Officers' Training Corps is to instill
  - (a) The value of citizenship
  - (b) Service to the United States
  - (c) Personal responsibility
  - (d) A sense of accomplishment
- (3) The objectives of the Air Force Junior ROTC are to
  - (a) Educate and train high school cadets in citizenship
  - (b) Promote community service
  - (c) Instill responsibility, character, and self-discipline





(d) Provide instruction in the fundamentals of air and space science

### 2. What do cadets learn and do?

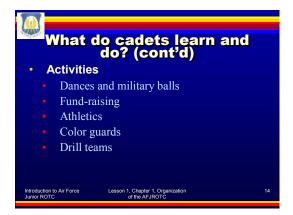
# a. Topics of study

- (1) Aerospace science courses
- (2) Military studies
- (3) Personal behavior, responsibility, and wellness
- (4) Citizenship
- (5) Effective communication skills
- (6) Management theories

## b. Other cadet activities include

- (1) Attending dances and military balls
- (2) Engaging in fund-raising events
- (3) Participating in athletics, color guards, and drill teams

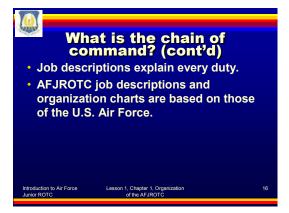




### 3. What is the chain of command?

- a. The chain of command is a line of responsibility and authority that extends from top to bottom and spells out relationships between and within sections.
- b. Job descriptions define every separate duty in the unit.
- c. The Air Force Junior ROTC models its organization charts and job descriptions on those found in the U.S. Air Force.
- d. When organizing an operation, it is necessary to
  - (1) Identify skills needed
  - (2) Set up a working structure
  - (3) Assign available resources within the structure to carry out the mission successfully
- 4. How is the cadet corps organized?
  - a. Cadet corps are organized into the following structure:
    - (1) Wings (two or more groups)
    - (2) Groups (two or more squadrons)





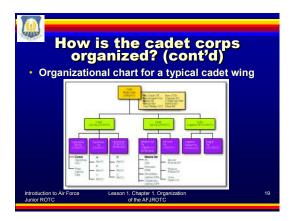




- (3) Squadrons (two or more flights)
- (4) Flights (two or more elements)
- (5) Elements (three or more cadets, including the element leader)

# b. How is a typical cadet wing organized?

- (1) The top position in a cadet wing is the cadet wing commander. The cadet wing commander's responsibilities include
  - (a) The appearance, discipline, efficiency, training, and conduct of the wing
  - (b) Planning and coordinating all wing activities, facilities, and resources
  - (c) Ensuring that all members of the cadet corps have the opportunity to develop leadership commensurate with their individual abilities
  - (d) Coordinating with the SASI
- (2) The following wing staff individuals support the cadet wing commander:
  - (a) The cadet wing vice commander commands the wing in the absence of the commander, supervises wing staff, and is responsible for the administration of wing headquarters.

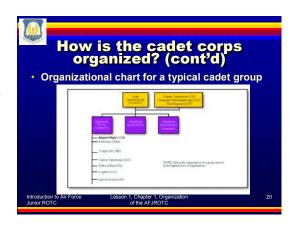


- (b) The cadet special assistant is a former corps commander who performs duties assigned by the SASI.
- (c) The executive officer schedules and coordinates activities of the cadet wing commander and is responsible for other tasks as assigned by the cadet wing commander.
- (d) The cadet command chief master sergeant acts as a liaison between the corps and wing staff, advises the cadet wing commander, and performs other duties as assigned by the cadet wing commander.
- (e) The cadet plans officer develops and posts contingency plans for the cadet wing and performs other duties as assigned by the cadet wing commander.
- (f) The cadet safety officer conducts a weekly safety inspection of all cadet facilities and reports safety violations, findings, and recommendations to the cadet wing commander or the SASI.
- (g) The cadet historian documents, records, and recovers historical information pertaining to corps activities and performs other duties as assigned by the cadet wing commander.
- (h) The cadet chaplain recommends solutions to problems concerning morale and welfare issues, delivers inspirational services, and performs other duties as assigned by the cadet wing commander.

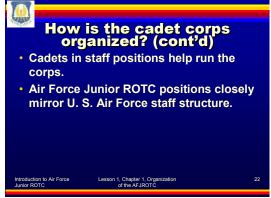
- (i) The cadet comptroller ensures proper accounting of all corps money, controls all cadet financial transactions, presents a weekly audit report, prepares budgets, and performs other duties as assigned by the cadet wing commander.
- (j) The cadet public affairs officer's responsibilities include an active public affairs program, a wing yearbook, press releases to newspapers, photography, and other tasks as assigned by the cadet wing commander.
- (3) The three major components of a wing are headed by three group commanders:
  - (a) The cadet operations group commander oversees three squadrons headed by cadet operations support and operations squadron commanders.
  - (b) The cadet support group commander oversees squadrons headed by the cadet mission support squadron commander and the cadet services squadron commander.
  - (c) The cadet logistics group commander oversees the cadet logistics support commander and the cadet supply squadron commander.

# c. How is a typical cadet group organized?

- (1) The highest posts are the cadet operations group commander, the cadet operations group deputy commander, the command chief master sergeant, and the first sergeant.
- (2) One or two operations squadron commanders report to the cadet operations group commander.
- (3) The cadet operations support squadron commander reports to the cadet operations group commander and oversees most of the support and logistics groups commander areas of responsibility found in the wing-level organizational structure.
- (4) Cadet officers for flight support, personnel, comptrolling, current operations, public affairs, logistics, and special projects report to the operations support squadron commander.
- d. The Senior Aerospace Science Instructor (SASI) is responsible for the overall function and management of the Air Force Junior ROTC unit.
  - (1) The SASI selects the cadet wing/group/squadron commanders and various staff members.
  - (2) Cadets selected for staff positions help the cadet wing, group, or squadron commander run the corps.
  - (3) Air Force Junior ROTC positions closely mirror positions in the U. S. Air Force staff structure.







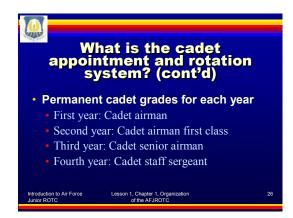
- e. The cadet organizational structure must meet several requirements.
  - (1) The structure must reflect the actual functions of the corps.
  - (2) The structure must be consistent with military organizational principles.
  - (3) The structure must meet the provisions of Air Force Instruction (AFI) 38-101, *Air Force Organization*.
  - (4) The SASI may add positions to the structure if they have identifiable duties and generally meet guidelines in AF 38-101 and AFM 37-127.
  - (5) Units should maintain and post an organizational chart showing all designated cadet corps positions.
  - (6) Units should write and maintain job descriptions and make them accessible to cadets.
- 5. What is the cadet appointment and rotation system?
  - a. The SASI selects the cadet corps commander, subordinate commanders, and staff members.
    - (1) The SASI considers individual cadets' strengths and shortcomings when assigning positions.





- (2) The intent is to ensure that cadets are assigned to positions where they will gain the greatest leadership benefits.
- (3) The SASI may adopt Promotions for Exceptional Performers (PEP), a below-thezone promotion system.
- b. The SASI is responsible for maintaining a written policy on an equitable appointment and rotation system.
- c. Cadet grades should not be confused with United States Air Force grades. The word "cadet" must precede any written reference to a specific cadet rank.
- d. Cadets' permanent grades are based on the number of years they have completed AFJROTC with satisfactory performance and behavior.
  - (1) Sometimes temporary grades are assigned.
  - (2) Once a cadet has completed the duties of that position, the grade reverts to the permanent grade unless the cadet is in the final year of the program.
  - (3) The permanent grade for each year is as follows:
    - (a) The first-year grade is cadet airman.
    - (b) The second-year grade is cadet airman first class.

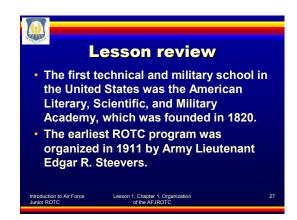




- (c) The third year grade is cadet senior airman
- (d) The fourth-year grade (if a fourth-year program is offered) is cadet staff sergeant.
- (4) The rank structure leaves room for later promotions based on performance.
- (5) Higher positions or grades may be awarded to outstanding cadets.
  - (a) The SASI may authorize top NCO positions to outstanding second-year cadets, although upper-class cadets generally outrank lower-class cadets.
  - (b) The SASI may award one higher grade, up to cadet major, to highly qualified and deserving flight commanders.
  - (c) Promotions from cadet second lieutenant to higher grades should recognize and reward ability and effort.

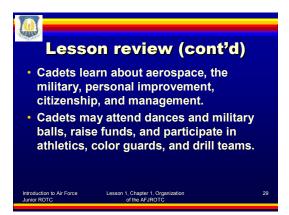
#### **REVIEW**

- ➤ The Air Force Junior ROTC has its roots in the American Literary, Scientific, and Military Academy, which was founded in September 1820 by Army Captain Alden Partridge in Norwich, Vermont.
- ➤ The earliest ROTC program was organized in 1911 by Army Lieutenant Edgar R. Steevers in Cheyenne, Wyoming.



- ➤ Public Law 88-647, the Reserve Officer Training Corps Vitalization Act of 1964, directed the secretaries of each military branch to establish and maintain Junior ROTC units.
- ➤ In 1973, Public Law 93-165 allowed females to be counted toward enrollment in Junior ROTC units.
- As of 2005, there are over 740 Air Force Junior ROTC units with more than 104,000 cadets.
- ➤ Cadets learn about aerospace, the military, personal improvement, citizenship, and management.
- Cadets may attend dances and military balls; raise funds; and participate in athletics, color guards, and drill teams.
- ➤ The chain of command is a line of responsibility and authority that extends from top to bottom and spells out relationships between and within sections.
- ➤ The cadet corps is organized into wings, groups, squadrons, flights, and elements.
- ➤ The SASI considers individual cadets' strengths and shortcomings to select the cadet corps commander, subordinate commanders, and staff members.
- Cadets receive permanent grades based on the number of years they have satisfactorily completed AFJROTC.
- ➤ The SASI may promote outstanding cadets to higher positions or grades to recognize ability and effort.





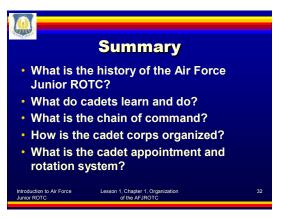




## **CONCLUSION**

In this lesson, we discussed the following:

- 1. What is the history of the Air Force Junior ROTC?
- 2. What do cadets learn and do?
- 3. What is the chain of command?
- 4. How is the cadet corps organized?
- 5. What is the cadet appointment and rotation system?



## REMOTIVATION

The United States Air Force uses its chain of command to act decisively on matters of national security. In the same way, the Air Force Junior ROTC uses its chain of command to fulfill its mission and to meet its goals and objectives.

## **CLOSURE**

We've learned about the history and structure of the Air Force Junior ROTC and about your role as a cadet. Next we'll learn about the Air Force Junior ROTC uniform and how to wear it.



# Checkpoints

Below are the answers to the questions at the end of Chapter 1, Lesson 1 in the student edition of <u>Leadership Education I: Citizenship, Character and Air Force Tradition</u>. These end-of-lesson questions **are not** assigned in the lesson plans or student workbooks. The answers are provided here in case you want to assign any of them in your classes, for homework, or if your students ask you about them. The answers are in the same order as the questions on page 16 of the student book.

- 1. The SASI is the Senior Aerospace Science Instructor. P 6
- 2. The SASI is responsible for the overall function and management of the Air Force Junior ROTC unit. P 6
- 3. A flight is two or more elements. P 6
- 4. A squadron is two or more flights. P 6
- 5. A group is two or more squadrons. P 6
- 6. Army Lieutenant Edgar R. Steevers organized the first Junior ROTC programs. P 4
- 7. The National Defense Act of 1916 authorized a junior course for non-college military schools, high schools, and other non-preparatory schools. P 4
- 8. Public Law 88-647 is the Reserve Officer Training Corps Vitalization Act of 1964. It directed the secretaries of each branch of the military to establish and maintain Junior ROTC units in public and private secondary schools. P 4
- 9. Public Law 93-165 allowed females to be counted toward enrollment in Junior ROTC units. P 5
- 10. "[The] purpose of the Junior Reserve Officers' Training Corps [is] to instill in students in United States secondary educational institutions the value of citizenship, service to the United States, personal responsibility, and a sense of accomplishment" (10 USC Section 2031). P 5
- 11. The mission of the Air Force Junior ROTC is to build better citizens for America. P 5
- 12. The objectives of the Air Force Junior ROTC are to educate and train high school cadets in citizenship; to promote community service; to instill responsibility, character, and self-discipline; and to provide instruction in the fundamentals of air and space science. P 5

## Applying Leadership Skills

13. Cadets' posters should accurately describe the purpose and mission of the Air Force Junior ROTC.