

Due to MSG by 23 March.

Date Turned In: _____

Penalty Point Deduction: _____

PRINT NAME: LAST: _____ FIRST: _____ Company: _____

APPLICATION FOR JUNIOR LEADERSHIP AND STAFF POSITIONS SCHOOL YEAR 2011-2012

BOARD DATE/TIME 6 April, 2012. This is a mini-break day and there is no school scheduled. This is the only day the board will convene so plan accordingly!

DATE DUE: March 23, 2012 to MSG BROWNING.

Late applications will be penalized 5 points for each late day!

To qualify for a Junior leadership position you:

- **Must have a weighted GPA of 3.0** or higher.
- Must participate in an extracurricular activity (Drill/Raiders/Rifle/JLAB, Civil Air Patrol, sailing, fencing, etc...) unless special exemption is given due to hardship.
 - If no extracurricular activity, prepare a letter of explanation.
 - **Must have letter from Activity Leader if not JROTC Activity.**
 - This would be a dated letter stating that you are a current member in good standing
- Must have a recommendation from all of your teachers/instructors.
- Be proficient in all aspects of Physical Fitness Training and Platoon/Squad Drill.

DIRECTIONS

Your application with worksheet must be complete and accurate and have the following documents attached:

1. A copy of your cadet record that is dated to within two weeks of the date you turn in your packet.
 - a. Ensure any required attachments are with the packet.
 - b. Ensure your packet is neat and organized...it will be our first impression of your organizational skills.
2. Most recent Cadet Challenge score. If this information is not on your cadet record you must provide test results verified by your immediate (CCDR/C1SG) supervisor. Your test must have been within the last six months to be valid (CCR 145-2).
3. Attach all verifications to your worksheet if it is not in your cadet records.
4. Three *non*-JROTC teacher recommendations.
5. Two different JROTC Instructor recommendations (Freshman + Sophomore).

The following is a breakdown of scoring:

	Points Available
1.Promotion Worksheet	100
2. Teachers/Instructors Evaluation	100
3. Board Results, Cadet Members (25%) Instructor(s) (75%)	100
Total	300

Awarded: Worksheet _____ +Evaluations _____ + Board _____ = _____

Your appearance before the leadership board will be evaluated on (but not limited to) the following areas:

- a. Class B Uniform (first appearance)
 - a. Sharpness of
 - b. Wear/fit
 - c. Attention to detail
 - d. Grooming
- b. Polo Uniform (second appearance)
 - a. Fit
 - b. correctness
- c. Professionalism
- d. Bearing
- e. Confidence
- f. Knowledge

When you report to the board, you will knock three times *sharply* and enter when told to do so. You will be in Class B uniform, with your beret in your *left* hand. You will take the most direct route to the Board President and stopping two 30-inch steps from the front of the desk at the position of attention, you will smartly salute and say “**CSM, (Sir/Ma’am/Sergeant/1SG, etc.), Cadet (rank/last name here) reports to the President of the Board!**” You will *hold* your salute in place until the President of the Board returns your salute *and* drops his/hers. From this point on, you will follow all directions from the board members. When you are dismissed, you will return to the position of attention, sharply salute and reply in a confident, clear voice with an appropriate motto of your choosing- example: “**MANCHU!!!**”. After your salute is returned and you can return to the position of attention, step to your left or right in marching and proceed to the exit by the most direct route.

Once you are finished with your first appearance, you will go change into polo uniform and prepare for your second appearance as per the schedule. When you report the second time, your reporting procedures are the same as the first reporting time. When you report for your “first” appearance, you should be ready to speak (when prompted to) for an appropriate amount of time as to why you think you should be recommended/selected for a Junior Leadership Position. When you are finished with your second appearance and are dismissed, the procedure is the same as your first appearance.

RECOMMENDATIONS FROM YOUR CORE CLASSES ONLY

Cadet Name Last: _____ First: _____

Ratings should be filled out independently by teachers to increase objectivity.
Teacher recommendation: I recommend this cadet for a Junior leadership position.
He/she has the aptitude and conduct I believe is required to be a leader at SMA.

Print and sign	Circle Points Awarded
Signature _____	15...16...17...18...19...20
Teacher _____	Not Ready (No points awarded)

Comments: _____

Cadet Name Last: _____ First: _____

Ratings should be filled out independently by teachers to increase objectivity.
Teacher recommendation: I recommend this cadet for a Junior leadership position.
He/she has the aptitude and conduct I believe is required to be a leader here at SMA.

Print and sign	Circle Points Awarded
Signature _____	15...16...17...18...19...20
Teacher: _____	Not Ready (No points awarded)

Comments: _____

Cadet Name Last: _____ First: _____

Ratings should be filled out independently by teachers to increase objectivity.
Teacher recommendation: I recommend this cadet for a Junior leadership position.
He/she has the aptitude and conduct I believe is required to be a leader here at SMA.

Print and sign	Circle Points Awarded
Signature _____	15...16...17...18...19...20
Teacher: _____	Not Ready (No points awarded)

Comments: _____

Rating from your JROTC Instructors, Freshman and Sophomore year.
IF you were *not* in SMA during your Freshman year, note it in the comment block.

Cadet Name Last: _____ First: _____

You MUST select an Instructor from your FRESHMAN YEAR. If you were not here your Freshman year, have an Army Instructor other than your Sophomore Instructor rate you instead.
Ratings should be filled out independently by JROTC Instructor to increase objectivity.
Instructor's recommendation: I recommend this cadet for a senior leadership position.
He/she has the aptitude and conduct I believe is required to be a leader at SMA.

Print and sign
Signature _____

Circle Points Awarded

15...16...17...18...19...20

Instructor: _____ *Not* Ready (No points awarded)
Comments: _____

Cadet Name Last: _____ First: _____

You MUST select an Instructor from your SOPHOMORE YEAR.
Ratings should be filled out independently by JROTC Instructor to increase objectivity.
Instructor's recommendation: I recommend this cadet for a senior leadership position.
He/she has the aptitude and conduct I believe is required to be a leader here at SMA.

Print and sign
Signature _____

Circle Points Awarded

15...16...17...18...19...20

Instructor: _____ *Not* Ready (No points awarded)
Comments: _____

JUNIOR LEADERSHIP PROMOTION WORKSHEET

Weighted GPA (Cumulative) _____ x 4 = _____ (max 20 pts) 20_____
 (Attach a copy of your official 1st semester report card).

Cadet Challenge Score (percent score x .1) (Maximum 10 pts). (on Cadet record) 10_____

Community Service Points (5 pts per 100 hours up to 10 pts, **must be on cadet record**) 10_____

Extracurricular: 10 points for each JROTC activity-**Drill Team, Rifle Team, Raiders, JLAB**- Other approved Extracurricular Activities: 5 pts each. (Maximum 30 pts). 30_____

JROTC Awards/Decorations (1 pt for each **type**- up to 10 pts, **must be on cadet record**) 10_____

Current Rank=_____ (Basic/PVT/PFC/CPL/SGT/SSG/SFC= 0/1/2/4/6/8/10 pts respectively) 10_____
(Verified on Cadet Record)

POSITION DESIRED (CDR/1SG/Staff): _____ in: 1st BN, 2nd BN, 3rd BN

Essay writing prompt: (to be attached to packets when submitted) 10_____

- Title:** **“I Should be Selected to be a Company Commander/1SG”**
- Font:** **New Times Roman, size 12**
- Spacing:** **Name, Date- “right” aligned, single-spaced**
- Body:** **Indented, double-spaced between lines**
- Length:** **150-200 words (not including title, name, date)**
- Margins:** **1 inch on all sides**

Total Worksheet Score (100 Possible)_____

I verify the information in this packet is accurate and complete. Any false information will result in removal from the Junior Leadership Board.

 Name

 Cadet Signature

THIS INFORMATION IS USED TO SEND YOU A LETTER OF NOTIFICATION ON THE ACTUAL DATES OF LEADERSHIP CAMP. Leadership Camp will be held approximately 2 weeks prior to the start of the first day of school. If you were selected for a leadership position for the 2011-12 school year, your attendance is a requirement. Please PRINT LEGIBLY when you fill out the section below.

NAME_____

ADDRESS_____

CITY_____

STATE_____ZIP CODE_____

PHONE NUMBER_____

BACK-UP PHONE NUMBER_____

NOTE: FAILURE TO ATTEND LEADERSHIP CAMP COULD RESULT IN YOUR POSITION BEING RELINQUISHED.