



## 111 Promotion Outline

This is the outline for the upcoming promotion evaluations, all questions in regards to these evaluations should be asked by the cadet candidate to the officer in charge of promotion evaluations. All questions asked by parents (regardless of whether they are directed to an Officer or to the SSC) will be directed back to the cadet to ask to the officer in charge (OIC). All of these are subject to change without notice, and the final say for all promotions will be by the Commanding Officer.

Any candidate who does not get promoted during this round of promotions is encouraged to ask the OIC what they can do better for next time. All parental inquires (again whether directed to the OIC or the SSC) will be turned away and redirected to the cadet to ask the OIC for information. We encourage all cadets to take initiative in their own promotions. Treat this as a job interview.

All cadets going for Warrant Officer must complete the RCSU Level 5 Workshop to be eligible for promotion.

Kit List for Promotion Weekend:

- PT Gear and Running Shoes (Bring these for cadet fitness assessment)
- Water Bottle
- Lunch and snacks for the both days
- Any supplies or visual aids for classes
- Notebook/Clipboard/Paper and Writing Utensils

111 Promotion Outline	FCpl to Sgt	Sgt to FSgt	FSgt to WO2	WO2 to WO1
Attendance from Previous Year	✓	✓	✓	✓
Narrative (Due Before the Eval Weekend)	✓	✓	✓	✓
Uniform Evaluation (Day 1 - 60% Pass)	✓	✓	✓	✓
Uniform Evaluation (Day 2 - 70% Pass)	✓	✓	✓	✓
Instructional Technique	✗	✓ 15mins	✓ 30mins	✗
Drill Instructional Technique	✗	✓ 15mins	✓ 30mins	✗
Drill Movement Evaluation	✓	✗	✗	✗
Leadership Tasking	✓	✗	✗	✗
Marking and Debriefing a Class	✗	✗	✓	✓
Threshold Knowledge Test (60% Pass)	✓	✓	✓	✓
Cadet Fitness Assessment	✓	✓	✓	✓
Merit Review Board (Interview)	✗	✗	✓	✓



**Attendance from the Previous Year:** Every cadet's attendance will be pulled from FORTRESS to help the OIC evaluate the cadet's commitment. The attendance from every cadet will be compared to all other candidates and used to help decide if the cadet will get promoted.

**Narratives:** Cadets wishing to be promoted will be asked to write a narrative and submit it before the deadline. The narratives are to include:

1. Name and rank applying for.
2. Accomplishments and accolades achieved by the candidate from the last year.
3. Explain what you want to do as the rank you are applying for.
4. Explain why you want to be promoted.

If you are applying for Warrant Officer Second Class or First Class:

1. Explain which Warrant Officer position you want and why/what you want to do in that position.

Narratives are to be formatted as followed:

1. One page maximum.
2. 10-12 point font.
3. Times New Roman or Arial font.
4. 2.5cm borders.
5. Double Spaced.

**Uniform Evaluations:** Candidates will be marked on their uniforms at the beginning of both days. First day of evaluations, uniform will be held at a minimum standard of 60%. Second day of evaluations, uniform will be held at a minimum standard of 70%.

**Instructional Technique:** FSgt candidates are to teach a 15-minute class that will be assigned to the cadet after narratives are handed in. WO2 candidates are to teach a 30-minute class that will be assigned to the cadet after narratives are handed in. These classes will most likely be out of the candidate's comfort zone and all candidates will receive their class assignments no more than one week in advance.

**Drill Instructional Technique:** FSgt candidates are to teach a 15-minute drill lesson that will be assigned to the cadet after narratives are handed in. WO2 candidates are to teach a 30-minute drill lesson that will be assigned to the cadet after narratives are handed in. These classes will most likely be out of the candidate's comfort zone and all candidates will receive their class assignments no more than one week in advance.

**Drill Movements Evaluation:** Candidate's will be evaluated on their individual drill. For example, moving from attention to stand-at-ease.

**Leadership Tasking:** Candidate's will be evaluated on 15-minute leadership taskings where the candidate will have a small task to complete with the help of a small team. Candidates will have to delegate to complete the task given and will find out their task 5 minutes before they are to start.



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**Marking and Debriefing a Class:** Candidate #1 will mark candidate #2 Instructional Technique class or Drill Instruction Lesson. An officer will also be marking the same class so a comparison can be made of the level of marking from candidate #1. After the evaluation is completed, candidate #1 will be evaluated on debriefing candidate #2. Candidate #1 will then be debriefed by the officer on all of the above.

**Threshold Knowledge Test (TKT):** The TKT will be distributed and all candidates will have one hour to complete this test. All questions on the test will be based off of information the cadet learned from Level 1-3 (Sgt/FSgt Candidate's) and Level 1-4 (WO2 and WO1 Candidate's).

**Cadet Fitness Assessment:** All cadets MUST complete a CFA to be considered for their promotion.

**Merit Review Board:** All Warrant Officer Candidates (Second Class and First Class) will sit a scheduled interview after the promotion weekend. This interview will be scheduled on a Mandatory Training Night and any schedule conflicts should be reported to the OIC as soon as possible. Warrant Officer Second Class candidates will sit a board with either three officers, or two officers and one SSC member. Warrant Officer First Class candidates will sit a board with the Commanding Officer, Deputy Commanding Officer and Chair of the Sponsoring Committee. If for some reason there is a conflict for one of the interviewers, the person in question will not sit on the board and another person will be assigned for the review board.