

Interview Boards

The interview is a Merit List process tool for the Board to assess each candidate in person and assign them a score, which is both absolute and relative to other candidates.

The interview is also a development activity for the candidates, many of whom have not had to undergo a “business” interview, which will be typical of those they face for employment and other opportunities, both during and after their Cadet careers.

Interview Board members for National Courses are comprised of a mix of OPC Squadron Directors, Gliding Centre CIC Officers, Detachment and RCSU(C) personnel. If there are shortages of Squadron Directors and Officers, exceptions may be made to use SSC Chairs or COs (approved by the OPC Office or by Interview Board Coordinators), provided that they do not interview Cadets from their own Squadrons.

All interviews are conducted in person.

Cadets need to prepare and practice for the interview. Those who don't are invariably at a disadvantage and Interview Board members have confirmed repeatedly that it is obvious as to which candidates have “rehearsed.”

Interview Board members must not coach or help to rehearse candidates whom they know they will interview later. Similarly, members must declare a ‘conflict of interest’ if they are unexpectedly presented with Cadets they have previously assisted at the LHQ level.

The OPC will have make-up Interview Boards conducted at the same time of IACE interviews for cadets who are not able to attend due to illness or a death in the family.

Interview Board Locations – National Courses

Eastern Ontario Area:

Prescott: Squadrons: 58, 253, 325, 379, 585, 653, 661, 870, 999

Trenton: Squadrons: 172, 173, 534, 598, 608, 704, 718, 851

Northern Ontario Area:

North Bay: Squadrons: 200, 295, 547, 638, 844

Iroquois Falls: Squadrons: 10, 288, 355, 792

Sault Ste. Marie: Squadrons: 155, 696

Western Ontario Area:

Windsor: Squadrons: 291, 294, 364, 535

London: Squadrons: 3, 27, 44, 153, 201, 532, 599, 614, 741, 862

Kitchener/Waterloo/Hamilton Area:

Kitchener: Squadrons: 19, 80, 121, 136, 296, 530, 822

Mount Hope: Squadrons: 104, 150, 713, 715, 735, 779, 826

Niagara Area:

Niagara Falls: Squadrons: 23, 62, 79, 87, 126, 128, 337, 611, 809

Grey/Bruce/Simcoe Area:

Borden: Squadrons: 85, 94, 99, 102, 164, 242, 659, 714, 724, 734

Hanover: Squadrons: 167, 183, 340, 543, 769, 812, 895

Greater Toronto Area:

Toronto:

Squadrons:

- York/Durham: 2, 140, 151, 166, 283, 351, 707, 778, 856, 883
- Toronto: 110, 142, 180, 188, 246, 330, 618, 631, 700, 818, 876
- Peel/Halton: 132, 197, 540, 756, 758, 800, 820, 845, 892

Interview Board Locations – IACE

Eastern Ontario Area: Trenton – Saturday, February 15

Northern Ontario Area: North Bay – Saturday, February 1

Western Ontario Area: Hamilton – Saturday, February 15
London – Saturday, February 15

Toronto Area: OPC Office – Saturday, February 15

All Interviews are coordinated through the OPC office based on the information derived from Fortress.

Place and Time:

Applicants for PPS, GPS, AATC-AO, AATC-AM and AASC will primarily be interviewed throughout Ontario on **Saturday, 1 February 2014**. In Northern Ontario, IACE interviews will be held in North Bay on this date as well. The SSC Chairs and COs will be notified by e-mail of the interview timings by the National Courses Coordinator, Anne Kozich.

During the last week of January 2014, SSC Chairs and COs will be notified by e-mail as to the time and location of the IACE and Home-Schooled interviews for **Saturday, 15 February 2014**.

Dress Code for the Interviews :

The order of dress for: Cadets attending the interview is C-1 (Full dress with medals); OPC/Volunteers is the OPC Blazer, grey pants and white shirt, or a business suit; and for Officers is DEU 3 (tunic w/ ribbon).

What Cadets can Expect at an Interview

(Squadrons are encouraged to give this information to Cadets)

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| Who | A two or three-person Interview Board normally comprised of Air Cadet League Squadron Directors. A number of Detachment and RCSU(C) personnel will also participate. For PPS and GPS Boards there will be one Gliding Centre CIC Officer. |
| How long | Twelve to fifteen minutes; perhaps a little longer for IACE applicants and those Cadets applying for more than one National Course. |
| Procedure | <p>Interviews must be in person. Unless given other instructions, you will enter facing the Board, wearing headdress, and salute. Wait until you are offered a seat. You may remove your headdress while you are seated with the Board.</p> <p>The members of the Board want you to feel comfortable and relaxed. Try to be so, while maintaining respect and decorum. Be prepared to say some initial words about yourself.</p> <p>You will most likely be asked general knowledge questions about current events, the World situation, geography, Canada and its government, the Provinces, Air Cadets, the Air Cadet League and the Canadian Forces. If you are applying for PPS or GPS, you will be asked about aviation and flight theory.</p> <p>You will also be asked questions to assess your knowledge, interest, motivation and attitude towards the course(s) for which you have applied. When the interview is completed, stand, replace headdress, salute, and smartly depart the room. The Board members may or may not offer to shake hands: let them decide.</p> <p>Some of the points keenly considered by the panel are:</p> <ul style="list-style-type: none"> • Does the Cadet really want this course? • Does the Cadet understand the course and the mental – and physical – commitment required, if selected? • Course graduates have a responsibility to their Squadron to set an example for junior Cadets, and to provide leadership and instruction. Is the Cadet aware of this obligation? |
| Scoring | After you depart, the Board members will confer and assign marks for: general knowledge, course knowledge, attitude, motivation, ability to express yourself, Squadron contributions, uniform appearance, and bearing. |
| Subsequently | An Education Board will score your transcript and school progress reports. Also, a Selection Board will review the complete application and the standardized results of the Interview Board marks, and arrive at a total score out of 100, which will determine your position on the Merit List. |
| Note | Cadets who are selected for courses must continue good attendance and performance at their Squadron, prior to leaving for summer training. COs may recommend that a Cadet's application be withdrawn, if his or her performance deteriorates to the point that they are undeserving of the opportunity. |

Sample Interview Board Questions

Board Chairpersons are to ensure that the Cadet candidates are asked questions specific to the course(s) desired. Each Board member is usually assigned a specific area (e.g. education, or aviation, etc.) and limited to two questions from each subject area. Remember only about 15 minutes is allocated per Cadet, followed by discussion among Board members before scoring.

General Questions:

Current Events:

- Name and briefly discuss a National and an International current event (in the news).
- How do you keep up with current events? Why is it important?

Geography:

- Appropriate general geography questions (e.g., name three capitals of Canadian provinces, or African or South American countries).

General Knowledge:

- Name three former Prime Ministers.
- Name two current Provincial Premiers.
- What was Ontario called just before Confederation?
- Name a Canadian satellite.
- Name two CF aircraft.
- What do the acronyms NATO and NORAD stand for?

Squadron Activities:

- How did you become interested in the Cadet movement?
- What are your current Squadron responsibilities?
- Are you a member of any Squadron teams, band and drill, flag party, other "clubs" (e.g., a/c modeling)?
- Have you entered an Effective Speaking Competition (or Debating Competition)?

Air Cadet League and Sponsors:

- What organization sponsors your Squadron?
- Do you know the Squadron Sponsoring Committee Chairperson's name?
- What is the role of the Air Cadet League in the Air Cadet Program?
- Do you know the OPC Director assigned to your Squadron?
- What are the proceeds from the Annual OPC Lottery used for?

Personal Assessment:

- What do you consider your own strength or weakness?
- What targets have you set for your personal growth or improvement?
- If you had to change something about yourself what would it be?

School:

- Do you participate in any organized school teams, groups (band, football, etc)?
- On an average evening, how much time do you dedicate to homework?
- What do you use your home computer for? (e.g., games, research, emails)

Career Interests:

- Where are you headed in life?
- Do you plan to take any post-secondary school education (e.g., community college, university, flight school, military college)?
- What discipline (or course) do you wish to pursue?
- Have you discussed your career with a Guidance Counsellor?

Other Interests:

- Do you have a part time job?
- Does it compete with Cadets or school?
- Are you involved with any citizenship activities in your community outside of Cadets?
- Do you have any hobbies?
- What community related activities does your Squadron participate in? Cadets Caring for Canada? Squadron Exchanges? Civic Events? Community assistance?

For IACE Candidates:

- Have you had the opportunity to travel?
- What do you or would you get out of travelling?
- Have you ever been on an exchange?
- Tell us about an IACE country of your choice.
- Tell us the importance of community service and your contributions to your community.
- Describe Canada as you would to your hosts in the Exchange Country.
- Describe how big Canada is for someone in England.
- Talk about Canada's government.
- Why is it important for you to go on this Exchange? How will it benefit you?
- What are your summer plans besides IACE?

For Power Pilot Candidates:

- Did you write the qualifying exam in prior years?
- How did your Squadron prepare you for this Power Pilot Scholarship course?
- Do you want to pursue a flying career?
- How will you "give back" to the Squadron what you will learn on this course?
- If you took glider scholarship last year, how did your CO have you assist with training in your Squadron program?
- Would today be a good flying day? Why or why not?
- Who funds the Power Pilot scholarships?

For Glider Pilot Candidates:

- How did your Squadron prepare you for the qualification exam?
- Have you participated in any glider familiarization flights? How many? Where?
- Why do you have an interest in this program?
- Do you have an appointment for your Transport Canada medical?
- Do you know what the proceeds from lottery tickets sales are for?
- Briefly explain how a glider flies.
- What are the primary control surfaces of a glider?
- Can you state three cloud types?
- Would today be a good flying day? Why or why not?

For Advanced Aviation Technology Course – Airport Operations Candidates:

- What interests you about the field of Airport Operations?
- Which airports have you visited or travelled through? OR, Name three well-known airports.
- What are some of the career opportunities associated with Airport Operations?
- What is a terminal?
- Name three different areas of airport operations you'd be interested in studying.
- How will you apply your newly learned skills on return to the Squadron?
- How do you think military airports differ from civilian airports? What elements are the same?

For Advanced Aviation Technology Course – Aircraft Maintenance Candidates:

- Why did you choose this specialty course?
- Have you had any technical training in school? Elsewhere?
- How will you apply your newly learned skills on return to the Squadron?
- Has your Commanding Officer discussed the training program on this course with you?

For Advanced Aerospace Course – Aircraft Maintenance Candidates:

- Why did you apply for this particular course?
- What do you expect to learn by attending this course?
- What specific aspects of aerospace studies are you most looking forward to learning more about?
- Do you ever read books or magazines or browse the Internet to learn more about aerospace-related issues and activities?
- How many Canadian astronauts can you name who have flown into space?
- Name the three largest aerospace companies in the world that manufacture commercial aircraft.
- Have you ever attended an airshow?
- How does this course relate to any career or personal goals you might have?
- Do you plan to apply for a Glider and/or Power Scholarship in the future?
- If you successfully complete this course, how will your squadron benefit from the skills and knowledge you acquire?