



HEADQUARTERS GALLATIN COMPOSITE SQUADRON
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
304 S YELLOWSTONE
BOZEMAN, MT 59718



04 February 2019

MEMORANDUM FOR ALL UNIT MEMBERS

CC: Wing Commander and Vice Commander

FROM: GCS/CC

SUBJECT: Commander's Philosophy

1. The unit's intent will be: to grow the team, to excel at all three CAP missions, to regularly improve how and what we do, and to develop each member of the team to be the best they can be. To do this we will utilize goals, training, communication, follow-through, and adaptability. As a team, we will expand our capabilities so that no single member stands alone in holding up any part of the program. The unit will strive to build a foundation of procedures, personnel, and training that will keep the unit performing regardless of future changes.

a. Goals: The first step to improvement is to establish our goals. We must ensure that every member knows them and how we are progressing to accomplish them. These goals will follow S.M.A.R.T goal guidelines and will be evaluated each month. Duty positions will be responsible for preparing short term (quarter) and long term (year) goals to better expand the capabilities and quality of the unit. No goal will be the responsibility of any one person; we will accomplish each goal as a team, for each goal benefits the team.

b. Training: Current senior staff are passionate, but few in number, and for some, additional training is needed to help develop their capabilities. Members both new and old will be provided the opportunity to gain additional professional development training to assist them in their current and future duty assignments. All new members will be paired with a mentor, assigned a specialty track within their interests, and assigned as an assistant to a duty position aligning with their new specialty track.

c. Communication: Failures in communication are easily the most common reason organizations fail. Opening communication throughout the squadron will benefit our capabilities in many ways. Members

should never feel as though they are in the dark about unit activities, and should always have a way to find answers to their questions. We will utilize regular emails, an updated calendar, and Discord to fulfill different communication requirements. Like our radio equipment, each platform serves its purpose and can't fully perform the functions of the other platforms.

d. Follow-through: Just as important as planning, the follow-through is what makes a good goal or plan effective. Activities should not only be planned well but performed well. When the activity is done, following through with participants, awarding those who excelled, performing an after-action review, and planning for the next activity, keeps members active and improves our capabilities. In the unit, we will follow through with our goals by meeting each month to review them, set new goals, and adjust the program for maximum effectiveness.

e. Adaptability: The unit should always be flexible. Changes to the program from nationals, unit growth, and new procedures are always hurdles that will make our duties more difficult. We will strive to embrace change, seek out better ways to do our duties, and ask for assistance when needed. If the plan can not be flexible it will crack and may fail.

2. By following these guidelines and working together as if we are columns holding up a great ceiling, we are bound to find success. If you have any questions or comments please contact me directly at austin.troth89@gmail.com.

AUSTIN TROTH, 1st Lt, CAP

Commander