

Due Date: 1 March 2023



Senior Leadership Application

SY 2023-2024

Name _____

Date Submitted _____

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OVERVIEW

In the following packet you will find a variety of items to complete in order to apply for a position on the Battalion or Regimental Command and Staff. You must complete all portions of the leadership application and sign the leadership contract before being considered for a senior leadership position for the 2023-2024 school year. If you display exceptional leadership qualities and present yourself in a way that sets you apart from other applicants, you will be selected for a senior leadership position. Understand that becoming a senior leader means you must be the epitome of what Sarasota Military Academy represents. You are trusted to show “what right looks like,” be the ultimate example that every cadet on campus emulates. In addition to all previously listed expectations, you are also expected to fulfill the duties and responsibilities that are required to maintain the high standards of the Regiment. As a senior leader you are accountable to the Senior Army Instructor and your performance is evaluated and graded accordingly. Your position will be held for the entire school year.

By completing this application, you take the next step in distinguishing yourself from your peers and showing that you are an individual that strives to be part of something larger than yourself. We Are, SMA!!!

Qualifications:

1. Minimum weighted GPA of 3.0 (2.5 unweighted)
2. Must be a senior (Class of 2024).
3. Must have held a junior leadership position. (Make sure it is annotated on your JUMS Record)
4. Must have participated on a JROTC Team/SMA Sport

Leadership Packet:

1. Two Letters of recommendation (1 JROTC and 1 Academic)
2. JUMS Record (Updated, see your JROTC Instructor)
3. Grade Report (1st Semester Report Card)

Due Date: 1 March 2023

Instructions:

1. Review the qualifications and job descriptions for each position.
2. Complete the online application. School website.
3. Submit your letters of recommendations, JUMS Record, and Grade Report to CW3 Brenda Munoz by due date. No exceptions.

Application Process

1. All packets must be submitted no later than **1 March 2023**.
2. Interviews are tentatively scheduled for **8 March 2023**.
3. 2023-2024 Regimental Staff members will be announced on **10 March 2023**.
4. Change of Command date TBD.

Due Date: 1 March 2023

REGIMENTAL STAFF POSITIONS

Regimental CDR:

- Responsible for all regiment activities
- Sets goals and activities
- Gives planning and guidance
- Approves plans
- Prepare regiment for JPA
- Supervises XO, CSM, and BN CDR
- Gives regimental CDR part of SLP and CIP briefing
- Periodic inspections
- Make on the spot corrections with the rest of the leadership & staff

Regimental CSM:

- Maintain the Regimental Colors
- Manages Color Guard events, enters participation in JUMS
- Coordinates and trains Battalion Color Guards
- Give input to regimental plans
- Parades
- Formation
- Maintain uniform policies

Regimental XO:

- Maintains regimental long range calendar
- Conduct all staff activities
- Review plans prior to CDR approval
- Prepare staff for JPA
- Execute and delegate the CDR's plans
- Commander of Troops for Change of Command

Regimental S-1:

- Administration
- Use JUMS to record enrollment, promotions, demotions, leadership assignments, awards, membership, participation
- Track regiment events in JUMS (parades, competitions, etc.)
- Assist S-3 with all JROTC ceremonies

Due Date: 1 March 2023

Regimental S-3/ S-3 SGM :

- Keeps track of events
- Integrate regiment and school activities
- Plan regiment activities and brief battalions
- Keeps past and present school training calendar
- Set up all JROTC Ceremonies ex. Change of Command & Memorial Day
- Helps coordinate visiting school events with the S-5

Regimental S-4:

- Maintain supply room and inventory
- Put uniforms and equipment in JUMS
- Helps get equipment for any projects and events
- Stay in contact with S-3 to know what events are coming up that you need to help get equipment
- Maintain the arms room (Once a month inventory that is signed off on)
- Total inventory done every 6 months

Regimental S-5 :

- Public affairs officer (PAO)
- Gets word out about school events
- Regimental recruiting plan
- Assists school yearbook and newsletter
- Bulletin boards
- Event photos
- Newsletter
- Submits articles to local media & the news
- Communicates with S-3 to coordinate social media, photography and marketing for events