

FIFTH DISTRICT (SR) LEADERSHIP ACADEMY

The 2009 Fifth District (SR) Leadership Academy will convene on Saturday 21 November 2009 at the U.S. Coast Guard Training Center (TRACEN) Yorktown, VA. Location and driving information is included below.

COURSES: This 2009 Leadership Academy session will offer four (4) courses as listed below:

Division Commander/Vice Division Commander –Introduction/refresher

National Flotilla Leadership Course: For Flotilla Commanders/Vice Flotilla Commander – **This course will start Friday evening 1900**, and fulfills the requirement for election as a Flotilla Commander or Vice Commander, and can be taken as an alternative to APC.

Flotilla, Division Staff Officer, and ADSO – Introduction/refresher

Leadership Skills- continuing education for all Officers:

The goal of this training is to introduce the students to, and have them practice, leadership skills in difficult and demanding situations: how to correct inappropriate behavior in members, how to interact with hostile groups/ individuals, how to de-escalate a conflict, and how to analyze a situation to determine future best-actions. Recognizing the significant life-skills Auxiliarists bring to the course, it will be run as a seminar with individuals voicing their own experiences and solutions. There may be a session on time management if the class finds such a need, but the focus will be on leader interactions.

Only one course may be taken during the Leadership Academy.

All students will assemble at 0830 Saturday 21 Nov 09 in Washington Hall (across the parking lot from Hamilton Hall) for welcome from the Leadership Academy staff. All classes will be held in Hamilton Hall unless otherwise posted. Signs will be posted in Hamilton Hall to identify the classroom where a particular course will be held. A coffee bar will be set up in a student lounge area in Hamilton Hall.

REGISTRATION: The suspense date for registration is 17 November 2009.

A registration form is included with this information sheet. These forms should be mailed or e-mailed to the address shown on the form. Registration will be confirmed by return mail or e-mail.

DIRECTIONS TO TRACEN YORKTOWN: On the Virginia tidewater peninsula north-northwest of Norfolk, on Interstate 64 (I-64) north or south bound, take the Fort Eustis Blvd. (VA Primary Road 105) exit east towards Yorktown (away from Ft. Eustis) to US Hwy 17; at the traffic lighted intersection with US Hwy 17, turn left (north) on US Hwy 17 towards Yorktown; go approximately half a mile to the traffic lighted "Y" intersection with VA secondary road 704; turn right on to VA secondary road 704 and take it until it dead ends into VA Primary Road 238 in the Yorktown Battlefield National Park; turn right on to VA Primary Road 238 and take it to the main gate of TRACEN Yorktown.

UNIFORM OF THE DAY: Uniform of the day for Saturday 21 November 2009 is Tropical Blue, Auxiliary Blue Blazer, or civilian attire. (See Auxiliary Manual Chapter 10 for guidance on correct uniform components and wear.) .

BERTHING & MEALS: Berthing at TRACEN Yorktown is free, and will be requested for Friday night 20 Nov 09, Saturday night 21 Nov 09, or both nights for those who indicate on the registration form that they want berthing; however, berthing at TRACEN Yorktown is never guaranteed due to continually changing requirements for active duty berthing. Students should be prepared to find commercial hotel space if required. Check in for berthing at the Cain Hall berthing office after 1400. Meal service has been requested and should be available at the dining hall.

SECURITY: A list of all personnel attending the Leadership Academy will be sent to TRACEN Yorktown. Be prepared to show the USCG Auxiliary Employee ID Card, an automobile registration, and an automobile proof of insurance card to the civilian contractor security guard at the main gate of TRACEN Yorktown. Entrance may be denied unless you show all three documents.

MILITARY COURTESY: TRACEN Yorktown is a uniformed services installation. The military salute is a traditional way of expressing professional courtesy to other persons in uniform, as well as saluting the United States flag. As Auxiliary insignia are readily confused with active duty USCG officer insignia, an Auxiliarist may be saluted by active duty or reserve US Coast Guard personnel. The correct response is to return the salute. Also, be mindful that covers are not worn indoors on military installations, but must be worn when outdoors. Be sure to bring the appropriate cover with your uniform.

SAFETY: Please allow adequate time for travel to and from TRACEN Yorktown. Due to its location, Friday afternoon traffic on I-64 and adjacent highways are particularly hazardous. The road approach to TRACEN Yorktown takes a driver through the Yorktown National Battlefield Park. Be especially alert for deer which freely roam throughout the area and do not wait for dusk before crossing roads. Also watch out for park visitors either on foot or driving their cars on park sightseeing tour roads which cross the paved roads at various locations. While on the TRACEN installation, be sure to observe speed limits, parking limits and one way signs, and watch for pedestrian traffic.

2009 LEADERSHIP ACADEMY
TRACEN YORKTOWN 21 NOVEMBER 2009
REGISTRATION FORM
(PRINT; UNREADABLE FORMS WILL BE RETURNED)

(REGISTRATION FORMS MUST BE RECEIVED BY ADSO-MT
5SR NOT LATER THAN 17 NOVEMBER 2009)

1.
NAME: _____
EMPLOYEE ID #: _____ DISTRICT: _____ DIVISION: _____ FLOTILLA: _____
TELEPHONE: (include area code) _____ E-MAIL: _____
STREET/P.O. BOX: _____ APT #: _____
CITY, STATE, ZIP CODE: _____

2.
COURSE ASSIGNMENT PREFERENCE (write in course abbreviation)

1 st _____	COURSES
2 nd _____	Div. Commander/Vice CMDR Sat. 0900
3 rd _____	Flotilla CMDR/Vice CMDR Fri. 1900-Sat
	Div/ Flotilla Staff Officer Sat. 0900
	Leadership Skills Sat.0900

3.
(Mark with an "X" all that applies):

1. I REQUEST BERTHING AT CAIN HALL _____
2. I WILL COMMUTE AND WILL NEED NO BERTHING: _____
3. I WILL BE STAYING AT A HOTEL SELF ARRANGED: _____
4. I WILL NEED THE FOLLOWING MEALS AT THE COAST GUARD GALLEY:

FRIDAY 20 NOV 09	DINNER _____
SATURDAY 21 NOV 09	BREAKFAST _____
"	LUNCH _____
"	DINNER _____
SUNDAY 22 NOV 09	BRUNCH _____

Do you have a current Auxiliary ID Card Yes _____ NO _____

4.
SEND COMPLETED REGISTRATION FORM BY MAIL OR AS AN ATTACHMENT TO EMAIL

TO:
Nancy Gardner ngardner@sensitivesystems.com
2108 Bay Front Terrace
Annapolis, MD 21409
Home – 410-757-9160

REGISTRATIONS WILL BE ACKNOWLEDGED BY MAIL AND/OR E-MAIL.