



CIVIL AIR PATROL GREAT LAKES REGION
UNITED STATES AIR FORCE AUXILIARY

18 NOV 2003

MEMORANDUM FOR ALL MEMBERS OF KYWG

FROM: CAP-GLR/CC
25701 South Street Bldg 1506
Selfridge ANGB MI 48045-4933

SUBJECT: Request for applications for Kentucky Wing commander position

1. Colonel Loretta Holbrook's term as KYWG/CC ends 15 July 2004, however, Colonel Holbrook has indicated that she will be leaving the position on 13 March 2004. Pursuant to CAPR 35-9, all CAP members in KYWG who meet the following minimum qualifications are invited to apply for the wing commander position:

- a. Hold at least the CAP grade of major;
- b. Completed level IV of the Senior Member Training Program;
- c. Three years command and staff experience at any level within the wing;
- d. Budget and asset acquisition knowledge gained within or outside CAP;
- e. Five years supervisory experience gained within or outside CAP;
- f. Five years total CAP membership with no less than three continuous years of service prior to appointment;
- g. Prior to appointment as wing commander, individual must complete a successful fingerprint rescreening;

2. The application process is as follows: candidates must submit a letter of interest, including a statement of qualifications to the address above. A resume should also be provided which should include CAP experience as well as work history and other volunteer activities. Formal interviews in person or by teleconference will be scheduled for qualified candidates. The above referenced application documents must be received at the address above by 15 January 2004.

A handwritten signature in cursive script that reads "William W. Webb".

WILLIAM W. WEBB, Colonel, CAP
Commander