

MEMBER TRAINING TOPICS



**FOR FLOTILLA
MEETINGS**

WHY DO MEMBER TRAINING
AT A FLOTILLA MEETING ?

Flotilla meetings are an ideal teachable moment.

Captive audience !



Variety of possible topics

Audience's mind is already on
Auxiliary business.

WHAT AREAS CAN BE ADDRESSED?

Administration

General Training

Operations

Traditions, etiquette

Any subject is a potential MT session topic

GENERAL GUIDELINES ! ! !

- A. Session should be only 15-30 min.
- 1. Longer sessions cause members to lose interest.
- 2. Session not intended to be in-depth look, but concentrate on one specific aspect of subject.

B. Always include a mechanism to personally involve members.

1. Contests



2. Audience Participation

3. “Prizes for correct answer

SUGGESTED TOPICS

The background features a vibrant, abstract pattern of blue and purple hues, resembling a nebula or a digital texture. A solid dark blue horizontal bar spans across the middle of the image, partially overlapping the text.

A. ADMINISTRATION

1. FORMS

FORMS

- 1. How to complete forms
- 2. Where to send completed forms
- 3. What happens to completed forms
- 4. Why is form important. i.e., what does the form do for the member and the Auxiliary.
- 5. Complete a form and follow through the process.

UNIFORMS

UNIFORMS

- 1. Proper wearing of a particular uniform e.g., Tropical Blue, Long, Working Blue, etc.
- 2. Explain why proper wear is important . I.e. professional look, represent Coast Guard, etc.
- 3. Have several members each wear a specific uniform correctly. Have another member wear a uniform incorrectly.
- CAUTION: Make sure the correct uniform is correct, and you know what is incorrect on other one.

AUXILIARY ORGANIZATION

AUXILIARY ORGANIZATION

- 1. FLOTILLA
- 2. DIVISION
- 3. DISTRICT
- 4. NATIONAL

What are the jobs at each level?

What does each job entail

How to become an elected officer

How to become an appointed
officer

AWARDS

- 1. What are personal awards? Unit awards?
- 2. What do the different attachments mean?
■ (stars, etc.)
- 3. What are the criteria for some higher awards.
- 4. Explain concept and order of precedence.
- 5 Prepare handout based on AUX Manual to show
■ precedence of ribbons/medals.
- 6. Go around room and point out awards that a member is wearing, and discuss that award.

GENERAL TRAINING SUBJECTS

What are the procedures to become

- 1. Qualified Crewmember
- 2. Coxswain
- 3. PWC Operator
- 4. Pilot
- 5. Air Observer
- 6. Vessel Examiner
- 7. Commercial Fishing Vessel Examiner
- 8. Instructor
- 9. Master Instructor
- 10. Marine Dealer Visitor
- 11. Auxop (Auxiliary Operations Specialist)

What has to be done to maintain qualifications in each

- SUGGESTION: Have the appropriate FSO do the presentation.
- Ask for volunteers at the end to start the various qualification processes.

ONLINE TESTING

- 1. Use of www.auxetrain.org for qualification tests.
- 2. Training Aids available at DIRAUX WEST.

MANDATORY COAST GUARD PROGRAMS

- SEXUAL HARASSMENT PREVENTION
- TEAM COORDINATION TRAINING(TCT)
- MENTORING PROGRAM

OPERATIONS

- I. CREWMEMBER DUTIES
- II. COXSWAIN DUTIES
- III. PWC OPERATOR DUTIES
- IV. RADIO OPERATOR DUTIES
- V. PILOT DUTIES
- VI. OBSERVER DUTIES
- VII. HOW A BOAT, AIRCRAFT, PWC, RADIO BECOME A FACILITY OR OPERATIONAL FACILITY.

OPERATIONS

- SUGGESTION:
- Pick a particular area of qualification to discuss, I.e., towing, use of a drogue or sea anchor, knots, pro-words, regatta or boat parade patrols, etc.
- Use visual aids where possible.

TRADITIONS, ETIQUETTE, MISCELLANEOUS.

- I Boarding a military vessel
- II. Departing a military vessel
- III Wearing a cover (hat) inside vs. outside
- IV. Saluting
- V. Addressing Military personnel correctly.
- VI. Flag etiquette
- VII. Military timekeeping
- VIII. Local Emergency Response Plan
- IX. Types of Ensigns. Burgees, Pennants

Traditions, Etiquette and Miscellaneous (cont'd)

- X. Auxiliary relationship with local law enforcement (invite someone from local law enforcement to attend a meeting and talk about their job)
- XI. What an Auxiliarist can and cannot do.
 - 1. Political arena
 - 2. When and where not to wear a uniform
 - 3. No law enforcement
- XII. Proper response to civilians who wish to donate to the Auxiliary.
- XIII. Change of Command Ceremony
- XIV. Ship Christenings

Traditions, etiquette, and miscellaneous (cont'd)

- XV. Types of Coast Guard vessels
- XVI. Types of Coast Guard Aircraft
- XVII. Guest Speakers:
 - 1. Police, Sheriff, Parks and Wildlife
 - 2. Boat U.S.
 - 3. West Marine
 - 4. Insurance Companies
 - 5. GPS Manufacturers
 - 6. Boat Manufacturers
 - 7. Outboard/inboard manufacturers

REMEMBER

- TRAINING KEEPS MEMBERS

- INTERESTED AND

-

-

ENTHUSIASTIC

-

!!!!