



NATIONAL HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
MAXWELL AIR FORCE BASE, ALABAMA 36112-5937

DON ROWLAND
EXECUTIVE DIRECTOR

11 September 2012

MEMORANDUM FOR ALL CAP SENIOR MEMBERS

SUBJECT: Civil Air Patrol Board of Governors Member-at-Large

1. The Board of Governors is the governing body of CAP and as such governs, directs and manages the affairs of the Corporation. This Board is comprised of 11 highly qualified individuals tasked with ensuring the continued success of Civil Air Patrol. Civil Air Patrol now has four Member-at-Large representatives on the Board of Governors. These Members-at-Large are selected in accordance with CAP Regulation 35-9, *Board of Governor and Wing Commander Selection Procedures*, and normally serve a three year term.

2. Based on the recent changes to the Civil Air Patrol governance structure it is now necessary to select up to three new Members-at-Large to serve on the Board of Governors. The complete selection process is outlined in CAP Regulation 35-9, *Board of Governor and Wing Commander Selection Procedures*. The regulation states that when a vacancy is known an announcement will be made to the general membership. CAP members may nominate themselves to serve on the Board of Governors. Minimum requirements for this position are:

- Senior member in good standing
- CAP grade of major or above
- Earned the Paul E. Garber Award (Level IV)
- Have at least 5 years Civil Air Patrol membership

Additionally, members who choose to apply are subject to the membership rescreening process.

3. Individuals currently serving as: a commander, vice commander, or chief of staff at national, region or wing level; a member of the National Commander's staff; or a corporate employee may apply, but if selected, must resign their position prior to accepting the Board of Governors position. Additionally, former National Commanders with less than six years since conclusion of their term as National Commander are not eligible to apply. Interested members should submit a letter requesting consideration with an attached CAP resume (other qualifications that have a direct relationship to CAP may be included). Requests must be sent to the CAP Senior Advisory Group (formerly NEC) through HQ CAP/DP at the address listed below and **must be received by National Headquarters not later than 15 October 2012.**

HQ CAP/DP
Attn: BOG Nominations
105 South Hansell Street
Maxwell AFB AL 36112-5937

4. All requests for consideration will be reviewed by the CAP Senior Advisory Group in accordance with the procedures outlined in CAPR 35-9, paragraph 2. If additional information or assistance is required you may contact Ms Susan P. Parker at (877) 227-9142, extension 212, by fax at (335) 953-4262, or by email at sparker@capnhq.gov.

A handwritten signature in black ink, appearing to read "Don Rowland". The signature is fluid and cursive, with a long horizontal stroke at the end.

DON ROWLAND
Executive Director