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Headquarters Young Marines’- Summer Programs Policies and Procedures

1. **Young Marine Attendance Policy.**

   a. A Young Marine who attends a SPACES event must have two separate events consisting of consecutive days/nights away from home without any incidents. For example, two events that consist of two consecutive nights away from home, or two separate weekend events (Friday, Saturday, and Sunday) away from home, or a combination of one of each of the afore mentioned events.

      This policy is set into place to ensure that Young Marines selected will have the maturity and ability to be away from home for one to three weeks.

   b. Young Marines must meet minimum requirements set for each event. Young Marines shall have waivers granted by their Division Commanders before open registration begins. (i.e., if a Young Marine must have a specific PFT score for a certain event; that will not be waived.) Please note, Headquarters Young Marines (HQYM) holds the right to deny any waiver that they feel to be a risk to the event or youth; this is to ensure Risk Management procedures are being followed.

   c. Young Marines units **should have all rank and data requirements met and recorded in the database by the date set by each event (information may be found in the event qualifications section).** Failure to do so could result in a denial or delay in the Young Marines’ application process.

   d. **Young Marines may only attend the National Leadership Academy and one other SPACES Adventure that does not conflict with National Leadership Academy. This includes overlapping travel days.**

   e. Outgoing seniors in the program will need a waiver for their Division Commander to attend any SPACES event unless specified in the event description.

   f. A Young Marine must act according to the Young Marines’ Creed, Obligation, and Code of Conduct. A Young Marine may be sent home from a SPACES event **at the parent’s expense** if:

      1) serious behavioral issues are demonstrated,

      2) a Young Marine is presenting a danger to themselves or others, to include allegations of bullying,

      3) medical or psychological issues that are beyond the care of the AVC, and/or

      4) if a Young Marine is not found to be physically able to participate in the SPACES event.

      **NOTE:** Young Marines will not be sent home without prior consent from Headquarters Young Marines as well as communication with the Young Marine’s Chain of Command and Parents.
Young Marines will not have access to their phones or any mobile device during SPACES events. This includes Young Marine Staff.

g. Special needs for a Young Marine must be communicated prior to any SPACES event. Headquarters Young Marines will need time to allocate resources to accommodate any Young Marine with special needs. (i.e., dietary, physical, emotional, or educational, etc.) (ym.spaces@youngmarines.com)

h. A Young Marine will be denied from a SPACES event and/or removed from the pending status if:

1) the unit fails to stay in compliance with their financial records and is locked out of the database, and/or

2) a Young Marine who is a member of a unit that closes must transfer to an active unit, or they will not be able to participate in a SPACES event, even if the Young Marine is already approved to attend.

i. Event Young Marine Staff must turn in an After-Action Report (AAR) within 30 days of event completion. Failure to do so may preclude a Young Marine from:

1) Young Marines Staff Ribbons

2) Young Marines Staff Billets for next year’s SPACES

2. Adult Volunteers (AV’s) SPACES Participation Policy.

All SPACES events are tobacco and vape free. No use of tobacco products of any kind will be permitted.

a. In order to apply as an Adult Volunteer for SPACES you must have:

   Time in Program (TIP): One year in the Young Marines as of 1 June 2020.

   Age: Must be 21 years of age by the start of the event or meet specific age requirements, noted in the event description, at the start of the event.

   Must be physically capable of keeping up with the Young Marines (certain events will require a height and weight requirement as well as good physical conditioning and a current physical).

Additional requirements or alterations to the information above may be listed for specific events in the adult section of each event description.

Adult Volunteers may only apply to one event per year.

b. During assigned events, AVs will be have the following responsibilities:

   1) Will be responsible for all Young Marines.

   2) Must stay with Young Marines group assigned by the Adult Volunteer in Charge (AVC).
3) Notify the AVC of any issues with Young Marines (the AV must write an incident report).

4) AV’s must be spread throughout the area where the Young Marines are present (not congregating in one area) and act as a buffer where needed (i.e., when walking as a group AV’s should be on the front, back, and sides of the group).

5) AV’s should always follow the two-deep rule.

6) Be a part of the team. The Adult Volunteers are there for the Young Marines.

c. Certain SPACES require the AV’s to sit back and monitor while the Young Marines run the SPACES event. Other SPACES will be hosted by the specific event host and duties of the AV’s will vary. AV’s responsibilities and duties will be clarified for the event they are attending.

d. Adult Volunteers must turn in an AAR within 30 days after the SPACES event. Failure to do so may preclude them from future SPACES events or being chosen as an AVC.

e. Adult Volunteers may not be chosen for an event if:

1) They have participated in a SPACES event during the last 12 months. Certain events may require an AV to return to an event if:
   a) They are hand selected by the event coordinator (due to special qualifications).
   b) They are returning as the AVC.

2) Their unit is not compliant.

3) Their application package is incomplete.

4) Their spouse or child is registered for the same SPACES event.

f. Adult Volunteers attending a SPACES event should come with an open mind ready to have fun and learn while being a responsible adult.

3. Adult Volunteer in Charge (AVC) Policy.

All SPACES events are tobacco and vape free. No use of tobacco products of any kind will be permitted.

a. In order to apply as an Adult Volunteer for SPACES you must have:

   Time in Program (TIP): Two year in the Young Marines as of 1 June 2020.

   Age: Must be 25 years of age by the start of the event or meet specific age requirements at the start of the event.
b. The Adult Volunteer in Charge (AVC) is chosen by Headquarters Young Marines as the AVC of specific SPACES events. AVC’s will manage and ensure the SPACES event is run per the direction of HQYM.

c. In addition to the AV policies, the AVC will follow the following guidelines:

1) Young Marines will not be sent home without prior consent from the Headquarters Young Marines, as well as communication with the Young Marine’s Division Commander or Assistant Division Commander who will notify the parents and Chain of Command.

2) In case of emergency, the AVC will assign an AV who may have to take a Young Marine to a hospital or a doctor. The AVC will always stay with their group. The AVC will also be responsible for contacting the Young Marine’s parents and Headquarters Young Marines Staff.

3) The AVC will be responsible for any Headquarters Young Marines credit cards, cash, and submission of any receipts. All receipts will be emails to (ym.spaces@youngmarines.com).

4) The AVC will ensure they are the liaison with any tour guides or facility managers.

d. Primary communication with YM Staff and AV’s will be verbal, secondary will be two-way radios if available.

e. The AVC is responsible for ensuring that any incident reports, paperwork from hospital visits, injury reports, or any and all Activity Medical Officer (AMO) paperwork (logs) are completed and returned to the Headquarters Young Marines (Operations Department) upon completion of SPACES events. Documents will be returned via fax, email, or one drive. Failure to do so within a week following the completion of the event will result in preclusion from future SPACES events and may result in additional actions.

f. Adult Volunteers must turn in an AAR within 30 days from the end of SPACES event. Failure to do so will preclude them from future SPACES events.

g. AVC’s are responsible for the collection and security of any mobile communication devices during SPACES event. Young Marines and Young Marine Staff are not permitted to use or have cellphones or other electronics during events.

h. It is the responsibility of the AVC to communicate with parents of the Young Marines prior to attending SPACES event they are AVC for said event (contact information will be provided by the HQYM).

1) AVCs are expected to email parents of Young Marines attending their event a simple introduction and contact information. Parents will go through AVCs for questions about the event.
SPACES Registration Process

1. Registration Dates for Young Marines and Adult Volunteers:
   a. Leadership Academy Adult Staff and Young Marine Staff registration will be held from December 1, 2019 (9:00 AM PST-12:00 PM EST) until December 15, 2019. On December 16, 2019 (9:00 AM PST-12:00 PM EST) registration will begin for AV and AVC positions for all other events.
   
   b. SPACES registration restricted day is for Young Marines on January 4, 2020 (12:00 AM PST-3:00 AM EST).
   
   c. The unrestricted period begins January 5, 2020 (9:00 PM PST-12:00 AM EST) until January 18 (12 AM PST-3:00 AM EST).
   
   d. Units may register only one Young Marine per event during the restricted day.

2. Prior to the Young Marine registration process, ensure each Young Marine’s online record book is up to date.
   a. TIP: Recruit Graduation Date (must have one full year in the program by 1 June 2020).
   
   b. Rank – Record book must show that the Young Marine has met all requirements for the ranks they have held and currently hold. (Date of rank no later than date listed on event qualifications).
   
   c. Schools (can only be entered by Headquarters Young Marines Operations Department).
   
   d. PFT scores- PFT scores for the last two required PFTs must be passing and entered in the database. 1st half – (Jan – June)/2nd half (July – Dec). Additional requirements may be listed in the event requirements.
   
   e. All Required Quarterly DDR Training (entered in DDR Section- must show hours trained).
   
   f. Any additional requirements as listed in event qualifications.

3. Prior to the registration period opening, ensure the parent/guardian has reviewed event descriptions, gear lists, and dates for each event to ensure availability (no conflicts with vacation or other events). Any restrictions regarding events, as listed in each individual event’s Young Marine qualifications, must be reviewed for compatibility prior to applying.

4. Registration period.
   Step One. Log in to the database www.YMDBS.org.
   
   Step Two. Click on Event Registration on the left-hand column.
**Step Three.** Click on SPACES.

**Step Four.** Select the event you wish to register a Young Marine or Adult for.

**Step Five.** Click on “register” next to the name of the person you wish to register.

a. A note will pop up if the Young Marine does not qualify for the event.

b. A pop-up box will appear if this is the first time you are registering this person:
   1) Verify the information is correct.
   2) Enter a valid email address for the Young Marine’s parent/guardian.
   3) You do not need the username and password at the top of the box.
   4) Click on save.

c. You will be brought to a page that asks if you wish to register or cancel this request.

d. Once you have registered the person for the event, you will see the list of eligible persons pending registration.

e. Next to the name of the person registered, you will see “submitted.”

5. HQYM will process each request in the order they are submitted. Applicants:

a. Will be “Denied” – If the applicant does not meet the qualification requirements.

b. Will be set to “Pending” – If the applicant meets all the qualification requirements.

**Once set to “pending,”** the applicant will be sent an email message to the email address listed in the database. The email will also be sent to the person who registered the applicant, and they will receive a notice on the unit home page of the database (fig. 1).

Once the applicant is set to “pending,” the unit and parent/guardian has 15 days to complete the online paperwork on UltraCamp and pay the invoice through the Database.
Access information by clicking **Your Unit has new Event Confirmations click HERE to view them** on the home page. You will only be able to access this link one time. See the next step if you need to go back in to retrieve paperwork.

If you have already accessed the above link and need to retrieve information, select SPACES, select event, then select **schedule** next to the name of the Young Marine or adult in question (fig. 2).

View all paperwork listed (fig. 3) and click on the invoice icon to view or download the invoice.

**Event registrations confirmed in last 48 hours**

(Click their name to download documents and invoices)

These links will only appear for 48 hours after they were confirmed by HQ.

Toby Holder for Young Marine Outdoor Leadership School

(fig. 3)
6. **UltraCamp:**

**Step One.** Copy and paste the link from your SPACES Event Letter. This document is attached to your *Pending* email. An example of this document is provided on the last page. Click on “Register for this session.” It will re-direct you to the login page.

![Image of UltraCamp login page]

**Step Two.** If you already have an existing account, login with your credentials and proceed to Step Four. If you have forgotten your username or password, follow the following steps.

a. Click on “Forgot your login information.” It will then allow you to select username or password and the method you would like to receive the information. (Your username will almost always be the email address you created the account with.)
b. For username, you will be re-directed to enter your email or phone number and a security code. Click “Retrieve Username.” An email will be sent with your username.

c. For password, follow the same steps as for username. An email will be sent with password reset instructions.

d. Once you have completed your information retrieval, return to the login page and login with your new credentials.

Step Three. If you do not have an existing account, follow the following steps to create an account. Click on “Create an Account.”
a. Complete the required information for the Primary Contact. You may add an additional contact for the account and can be another parent/guardian or a child.
b. Create a password and click on “Create Account.” You may connect your account with Facebook, and it will prompt you to login to your Facebook account.

**Step Four.** Once you have logged in to your account, it will direct you to your account homepage. You can view your account members, any current reservations, and complete SPACES/NDSP reservations.

a. Select the account you would like to make a reservation for. Click on “Complete SPACES reservation.”
b. Select the event you will be attending and click on “Make a reservation for this event.”

![Select a SPACES event](image)

< ![Select a SPACES event](image)

"Teengirl Test"

- You have 45 unread messages.
- Person Summary
  - Name: Teengirl Test!
  - Current SPACES reservations: 0
  - Incomplete Items: 1
- Common Tasks
  - Complete SPACES reservation >>
  - Edit My Bio Information >>
  - Details
    - Bio / Contact Information
    - Photo:
      - Name: Teengirl Test
      - 123 Test Ave
      - City, MI 12345
      - Primary Phone: (888) 898-8988
      - Alternate Phone #1: (912) 222-5789

Select a SPACES event

- Listed below are the upcoming sessions for which this person is eligible. Select the sessions for which you’d like to register. Follow the onscreen prompts to proceed. Once you’ve registered, you will arrive at the Shopping Cart. Your reservation will only be complete after checking out in the Shopping Cart.
- Teengirl's grade was updated successfully.
- Filter these Sessions >>

<table>
<thead>
<tr>
<th>National Headquarters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select</td>
</tr>
<tr>
<td>SPACES</td>
</tr>
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</tbody>
</table>

Make a reservation for this event

![Make a reservation for this event](image)

b. Each SPACES event requires a password to continue. This password is provided on your SPACES Event Letter that is attached to your Pending email. Passwords are case sensitive, so type the password exactly as it appears on the Event Letter.
d. Complete all required forms for your selected event. Forms may vary per event. All information must be complete and accurate before moving on to the next form, or the form will be marked incomplete. We periodically check all forms for discrepancies and errors may be cause for denial.

e. Most forms require an electronic signature before being marked complete. You must check “I affirm that the information provided is truthful and accurate. I have read…” before selecting “Click to Sign.”

f. Once you select “Click to Sign,” a window with pop up with your electronic signature. Ensure this is accurate before clicking “Sign Document.” Once you sign the document, it will appear on the signature line. The form is now complete. Select “Next” to move on to the next form.
g. It is pertinent that medical information to be accurate and current. You will be required to add in all prescription medications or over-the-counter medications that are taken daily. If you have no medication to add, select “Save and Proceed” to bypass the page.
h. The YM Travel form must be filled out carefully and accurately. Provide your closest airport and select where you are or are not driving to the event. Each even location is provided in the SPACES Catalog. Read each description before answering these questions.

i. The Unit Commander (UC) Endorsement is a third-party form that is required to complete your event registration. Fill out the Unit Commander name and email accurately for it to be sent properly. If you do not know this information, contact your UC directly. The UC will receive the form via email, and they must follow the instructions to complete it.
j. After you have filled out all the forms, your order is complete. It will send you a confirmation email. You can return to your account homepage by clicking the link under “My Account.”

k. On your account homepage you can view any reservations you have made and see if you have any Incomplete Tasks/Forms. This will be shown at the bottom of the page.
Any questions or concerns regarding SPACES registration, can be directed to Headquarters Young Marines at 800-717-0060 or ym.spaces@youngmarines.com.

7. **Completing the application process.**

   a. Once an applicant has been set to “pending,” they have 15 days to complete the application process, unless otherwise stated by Headquarters Young Marines.

      1) The unit must pay the invoice through the Database by **credit/debit card** only. HQYM no longer accepts checks for SPACES registration fees.

      2) An email will be sent directly to the parent/guardian of the applicant with the step by step process of completing the required paperwork for the event through UltraCamp. This will include the third-party Unit Commander Endorsement.

   b. Possible reasons for an application to be denied:

      1) Young Marines Database Record Book failed to be up-to-date,

      2) missing paperwork,

      3) missing Unit Commander’s Endorsement, and/ or

      4) missing application fee.
a. **Confirmation:**

1) To see if Young Marine or Adult is confirmed, select SPACES, then select event. You will be brought to eligible personnel page which will show applicants status. A “confirmation” guarantees a spot at the selected event.

HQYM will make one attempt to contact Unit Commander for corrections via email or phone call. If a response is not received within 24 hours, the Young Marine will be denied.

8. **Payment Exceptions.**

b. All units must pay the application fees through the Database within the 15 days after the Young Marine is set to “pending.”

1) Units funded by Police Departments, Sheriff Departments, or School Districts will be the only units that are permitted to submit payment by check.

2) Each unit will send **ONE** check payment for all registration fees. In the notes of the check, write the invoice numbers for the Young Marines that are covered by the payment.

3) Print the invoices for all Young Marines covered by the check payment. This must be included in the payment package mailed to Headquarters Young Marines (HQYM).

c. **Mailing Address according to delivery service:**

   Headquarters Young Marines  
   Attn: SPACES  
   17739 Main Street, Suite 250  
   Dumfries, Virginia 22026

d. Once received, the Operations Department will review the payment package and submit the payment to the Finance Department.

9. **Important Information.**

a. **Application fees are non-refundable after 25 January 2020.**

If a Young Marine drops from SPACES event after a ticket has been issued, Young Marine’s parents will be responsible for reimbursement to HQYM. HQYM will invoice the unit, and the unit will be responsible for getting the reimbursement from the parent. Young Marines cannot be “switched” out with another Young Marine after the ticketing period. There are no other fees for Young Marines, other than the application fee. HQYM will take care of all flight and lodging; parents are responsible for Young Marines luggage, unaccompanied minor fees, and any food purchases during travel.

b. **Headquarters Young Marines will not be using Southwest Airlines for any youth flights.**
c. **Young Marines may be required to depart from the closest major airport. This may mean that Young Marines will need to drive a reasonable distance to said airport.**

d. **Ensure Young Marines meet all requirements prior to applying for an event.**

   If a Young Marine is discharged prior to or during an event, they are ineligible to apply. **Young Marines must have at least one year left in YM program to be eligible for certain SPACES events.** Special consideration can be made if space is available and the Young Marine requests a waiver (submit to your Division Commander on or before 1 December 2019).

e. All units submitting a Young Marine application for a SPACES event must first ensure that the Young Marine’s Record Book meets all requirements for the event applied for. If not, the application will be denied, and the Young Marine might not be able to resubmit for any event. It is the Unit Commander’s responsibility to ensure the Young Marine’s Record Book is correct prior to submitting for a SPACES event.

f. **If a unit submits more than one Young Marine for each event during the restricted day (4 January 2020), the Operations Department will select the Young Marine submitted by the unit first, based on the date/time stamp. Any other Young Marines will be cancelled and will be required to be registered again after the restriction period has ended.**

g. **Please ensure the parent/guardian’s email and phone number are correct in the application package.** If a parent does not have an email address, the Unit Commander or Adjutant’s email address can be substituted. Application information will not be sent to the Young Marine’s email address.

h. **Thirty days after the SPACES registration closes, the Operations Department will process all applications for Young Marines.**

   Thirty days after applications are processed, the Operations Department will start to issue tickets.

   All tickets issued have a 24-hour cancellation policy from our travel agency. After the 24-hour cancellation window, the ticket cannot be canceled without fees.

   **After that the 24-hour cancellation window of a ticket purchase, if a Young Marine or Adult Volunteers would like to dis-enroll from an event for any reason, reimbursement to HQYM will be billed to the unit. It will be the responsibility of the unit to collect the reimbursement from the parent/guardian or Adult Volunteer.**
Michael B. Kessler
SPACES Scholarship 2020

Scholarship Application: Available October 15—November 15, 2019
Selections Announced December 22, 2019

One scholarship per SPACES event.
No upfront costs for recipients.

Young Marines must qualify and be selected for the event which they apply.

Applications and more information can be found at:
www.youngmarinesalumni.org
For additional questions, email alumni@youngmarines.com
2020 SPACES Scholarships
National Leadership Academy Scholarships

Supported by the Young Marines’ Board of Directors

NO upfront costs!

To take advantage of this opportunity, Young Marines must follow the following process:

1. Contact your Division Commander to be considered for selection
2. Selections announced December 16, 2019
3. Apply for SPACES by January 4, 2020 (No upfront costs for scholarship recipients!)
4. Attend the National Leadership Academy Event Summer 2020 (Cost Free!)
5. Complete SPACES and Submit Esprit article by August 14, 2020
SPACES Event Description

National Leadership Academy
Grow your individual leadership skills, overcome fears, and accept challenges at the National Leadership Academy. Join the academy leadership development team and learn to fail and succeed in a safe environment amongst new friends from across the country in a way that will ultimately create bonds that will last a lifetime.

National Flight Academy
This adventure brings the latest in multisensory media and simulation technologies to create an immersive naval aviator experience like none other. This all happens aboard the world’s only virtual land-locked aircraft carrier with a sense of adventure that will stay with the Young Marines for years.

Drill and Ceremonies School
Attendees will receive mentorship from former Drill Sergeants in the conduct of drill at the squad and platoon level at Marine Corps Base, Camp Pendleton. Attendees will also learn how to form for physical fitness properly, how to perform warmups before physical fitness properly, and how to cool down afterward.

Expedition Independence
Expedition Independence is a riveting experience that will take you through the history of the Revolutionary War and the start of America. Young Marines will be taken from the historic roads of Boston to our Nation’s capital.

Leadership Academy for Volunteer Adults (LAVA)
Purpose of this school is to provide instruction and guidance to Young Marines Adult Volunteers. This will go over the basics of being an Adult Volunteer in many roles and how to instruct your youth successfully. This is a great event for new and veteran staff.

Adventure Links
Young Marines’ teamwork, leadership, and discipline will be tested as they go through the week. They will participate in events such as caving, rock climbing, kayaking, and ropes courses to test their abilities! Do you have what it takes?

Outward Bound- River Course
Whitewater on this northern section of the Green River begins at the start of the course where the river enters the imposing Gates of Lodore. This section of river is enclosed within Dinosaur National Monument, and students will be privileged to witness the towering cliffs as well as rock art from the Fremont people, who called these canyons home over 1,000 years ago.
Cowboy Adventure
This event takes you deep into western living. While doing ranch work, Young Marines will be learning western customs, caring for their own horses, and learning valuable lessons along the way.

Wilderness Adventures- Australia
Young Marines will participate in a variety of activities such as Sea Turtle Conservation Project, scuba diving the Great Barrier Reef, and an Aboriginal Village Visit.

Wilderness Adventures- Kilimanjaro
Young Marines will participate in a variety of activities such as Climb Kilimanjaro, Safari, Day Hikes, Hot Springs, Swahili Lessons, and Teaching English.

Wilderness Adventures- Costa Rica
Young Marines will participate in a variety of activities such as Corcovado National Park, Cano Islands Visit, Sea Turtle Conservation, and Spanish Classes, Surf, SCUBA Dive, Kayak, Raft, Day Hike,

Wilderness Adventures- Yellowstone
Young Marines will participate in a variety of activities such as Trail Maintenance (river restoration, constructing foot bridges, invasive species removal), High Ropes Course, Raft, Kayak, Backpack, Rock Climb, Whitewater Kayak, and Visit Yellowstone (oldest National Park).
Drill and Ceremonies School
Drill and Ceremonies School

1. **Description:** Participants will receive mentorship from former Drill Instructors in the conduct of drill at the squad and platoon level. Participants will also learn how to form for physical fitness properly, how to perform warmups before physical fitness properly, and how to cool down afterward. On their down time, participants will learn about DDR of the coast of California, interact with drug dogs, and much more.

2. **Event Dates:** 19 July- 25 July 2020

3. **Event Length:** 7 Days (traveling on the July 19th and July 25th)

4. **Location:** San Diego, CA

5. **Number of Participants:** 30 Young Marines, 15 Adult Volunteer Students, 4 AV Staff

6. **Young Marine Qualifications:**
   - Minimum age: 14 years old (at start of event)
   - Minimum rank: YM/PFC with a date of rank on or before 31 December 2019
   - Minimum TIP: One year on or before 1 June 2020
   *Counted from Recruit Graduation date.
   - PFT Classification: 3rd class (database must be up to date with all scores as of 31) this event requires lots of walking

   **Other:**
   - a. Member in good standing
   - b. Participated in two separate overnight unit activities without incident
   - c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT's.

7. **Application Fee:** $200.00 non-refundable application fee. (Includes airfare, lodging, and food)
The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.
(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST- 3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

11. **Awards:** None

12. **AV Student Qualifications:**

   **Number of Participants:** Fourteen

   **There will be fourteen AV students and one AVC.**

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying should be willing to learn, teach, and motivate alongside Young Marines.

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   a. Must have attended one other SPACES event as an Adult Volunteer.
Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

**Application Fee:** None.

14. **Gear List:** As listed on next page.
Drill and Ceremonies Young Marine Gear List

The list is below as minimum clothing and equipment needed for adventure. Adding to list is at the discretion of the parent/guardian and Young Marine.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/ Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>1</td>
<td>Sleeping Bag and Pillow</td>
</tr>
<tr>
<td>2 sets</td>
<td>Camouflage Uniform (serviceable including ribbons, all patches, and nametapes)</td>
</tr>
<tr>
<td>6 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>4</td>
<td>Bras (recommended to bring regular and sports bras)</td>
</tr>
<tr>
<td>2 pair</td>
<td>Conservative khaki shorts (tan)</td>
</tr>
<tr>
<td>4</td>
<td>Polo shirts (2 – white and 2 – red)</td>
</tr>
<tr>
<td>2</td>
<td>Red Young Marine National t-shirts</td>
</tr>
<tr>
<td>4 pair</td>
<td>Khaki pants (tan)</td>
</tr>
<tr>
<td>2</td>
<td>Unit t-shirt (Note: YMs often trade a unit t-shirt)</td>
</tr>
<tr>
<td>2</td>
<td>White crew neck t-shirts</td>
</tr>
<tr>
<td>2</td>
<td>Black P.T. shorts</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes</td>
</tr>
<tr>
<td>6 pair</td>
<td>Black or green socks</td>
</tr>
<tr>
<td>6 pair</td>
<td>White socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels and wash cloths</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes</td>
</tr>
<tr>
<td>1 set</td>
<td>8 ½” by 11” notebook with pencil, pen, and highlighter.</td>
</tr>
<tr>
<td>5</td>
<td>3” by 5” pocket notebook</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (with spare key)</td>
</tr>
<tr>
<td>1</td>
<td>Boot polishing kit</td>
</tr>
<tr>
<td>1</td>
<td>Phone Card or cell phone for airport use only (phones will be collected at check-in)</td>
</tr>
</tbody>
</table>

**Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.**

**Medication**

Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)
National Flight Academy
National Flight Academy (NFA)

1. **Description:** This outstanding adventure brings the latest in multisensory media and simulation technologies aboard the world’s only virtual land-locked aircraft carrier, AMBITION, creates an immersive naval aviator experience like none other. The science, technology, engineering, and mathematics (STEM) also reinforce the 21st Century Workforce Skills such as critical thinking, problem-solving, and teambuilding.

2. **Educational Principles.**

   Using the National Flight Academy’s Joint Operations Centers, Aircraft (simulators) and Joint Intelligence Centers, YM students will cover the following aviation principles, communication practices, and soft skill challenges.

   a. Four Forces of Flight
   b. Bernoulli’s Principle
   c. Newton’s 3rd Law
   d. Radio Communications
   e. Aerodynamics (Gliders vs. Powered aircraft)
   f. Geographical Orientation (Latitude/Longitude/Prime Meridian/Equator)
   g. Units of Measure (Degrees/Minutes/Seconds)
   h. Meteorology (Impacts on Aviation)
   i. Physics (Electro-Magnetic Spectrum)
   j. Basic Flight Navigation Calculations (Time of Leg/Fuel Required)
   k. Critical Problem Solving of real-world problems
   l. History of Naval Aviation
   m. 21st Century Learning Skills (Collaboration, Technology, Critical thinking)

   Participants live for 6 days in a multi-story, 102,000 square foot facility, built as an exact live environment aboard an Aircraft Carrier. Young Marines will be experiencing theme-park style thrills surrounded by advanced technology, flight simulators, and virtual reality games and flight simulators that ignite imagination and encourage learning.

3. **Event Dates:** 12 July – 17 July 2020

4. **Event Length:** 6 Days (traveling on the July 12th and July 17th)

5. **Location:** NAS, Pensacola, Florida
6. **Number of Participants:** 100 Young Marines, 2 AVC

7. **Young Marine Qualifications:**
   
   Minimum age: 12 years old (at start of event)
   
   Maximum age: 15 years old (at start of event)
   
   Minimum rank: YM/LCpl with a date of rank on or before 31 December 2019
   
   Minimum TIP: One year on or before 1 June 2020  
   *Counted from Recruit Graduation date.

   PFT Classification: 3\(^{rd}\) class (database must be up to date with all scores as of 31 December 2019)

   **Other:**
   
   a. Member in good standing
   
   b. Participated in two overnight unit activities without incident
   
   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT's.

8. **Application Fee:** $350.00 (non-refundable application fee). (Includes airfare, lodging, and food) The application fee does not include unaccompanied minor fees and baggage fees.

9. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid round trip at the time of departure from the home airport. It is parent's responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

   (**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

10. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18\(^{th}\) (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

11. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and
after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

(**Note**) After restricted period no more than two Young Marines from the same unit will be allowed to attend.

12. **Awards:** There are no authorized awards for this event. **Wings provided by the National Flight Academy are not authorized for wear on Young Marines uniform.**

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   a. Must have attended one other SPACES event as an Adult Volunteer.

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

14. **Gear List:** As listed on next page.
# NFA Young Marine & AV Gear List

The list is provided as minimum clothing and equipment needed for this adventure. Adding to list is at the discretion of parent or guardian. Young Marines will travel in a red national t-shirt for easy identification at the airport.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Backpack or book bag (use this as carry-on luggage). Pack personal hygiene kit and wash towel, medication, one change of underwear and socks, snacks, and items of value.</td>
</tr>
<tr>
<td>1</td>
<td>Rolling suitcase or rolling duffle bag</td>
</tr>
<tr>
<td>1</td>
<td>Camouflage Uniform, w/cover, and ribbons (for graduation ceremony)</td>
</tr>
<tr>
<td>2</td>
<td>White t-shirts</td>
</tr>
<tr>
<td>1</td>
<td>Black boots and boot bands</td>
</tr>
<tr>
<td>1</td>
<td>Red Young Marine National t-shirt</td>
</tr>
<tr>
<td>8 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>1</td>
<td>Sleepwear</td>
</tr>
<tr>
<td>5 sets</td>
<td>Casual clothes (conservative shorts and shirts)</td>
</tr>
<tr>
<td>1</td>
<td>Belt</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>5 pair</td>
<td>White socks</td>
</tr>
<tr>
<td>1 pair</td>
<td>Black socks (for uniform)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Athletic shoes</td>
</tr>
<tr>
<td>1 box</td>
<td>Zip lock bags (large)</td>
</tr>
<tr>
<td>1</td>
<td>Long pants</td>
</tr>
<tr>
<td>1</td>
<td>Combination or key lock (with spare key)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Laundry bag</td>
</tr>
<tr>
<td>2</td>
<td>Towels and washcloths</td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1</td>
<td>Phone Card or cell phone for airport use only. (Phones will be collected at check-in.)</td>
</tr>
<tr>
<td></td>
<td>Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.</td>
</tr>
<tr>
<td>Medication</td>
<td>Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)</td>
</tr>
</tbody>
</table>
Expedition Independence
Expedition Independence

1. **Description:** Expedition Independence is a riveting experience that will take you through the history of the Revolutionary War and the start of America. Young Marines will be taken from the historic roads of Boston to our Nation’s capital. Along the way, youth and adults alike will learn what it took for America to gain its independence.

2. **Dates:** 19 – 25 July 2020 (tentative)

3. **Event Length:** 7 Days

4. **Location:** Boston, Massachusetts- Washington D.C.

5. **Number of Participants:** 25 Young Marines, 5 Adult Volunteers

6. **Young Marine Qualifications:**

   Minimum age: 13 years old (at start of event)

   Minimum rank: YM/PFC with a date of rank on or before 31 December 2020

   Minimum TIP: One year on or before 1 June 2020

   *Counted from Recruit Graduation date.

   PFT Classification: 3\textsuperscript{rd} class (database must be up to date with all scores as of 31 December 2020)

   **Other:**

   a. Member in good standing

   b. Participated in two separate overnight unit activities without incident

   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

7. **Application Fee:** $350.00 non-refundable application fee. (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.
   Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

   (**Note**) If a parent changes a Young Marine’s flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).
9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18\(^{th}\) (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

14. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

10. **Awards:** None

11. **Gear List:** As listed on the next page.
**Expedition Independence Young Marine Gear List**

The list is below as minimum clothing and equipment needed for adventure. Adding to list is at the discretion of the parent/guardian and Young Marine.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rolling suitcase (do NOT bring a duffle bag or military sea bag.)</td>
</tr>
<tr>
<td>1</td>
<td>Baseball cap/hat (NO Young Marine items)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Jean pants (appropriately fitting at waist and not too tight)</td>
</tr>
<tr>
<td>1</td>
<td>Belt</td>
</tr>
<tr>
<td>7 pair</td>
<td>Conservative Walking shorts (at least 3 pairs must be khaki walking shorts) (mid-thigh length or longer, cargo shorts are fine) *Walking shorts are NOT – short shorts, gym shorts, or basketball shorts.</td>
</tr>
<tr>
<td>6</td>
<td>Collared shirts – at least (1) red, (1) blue, and (1) green</td>
</tr>
<tr>
<td>3</td>
<td>Red National Young Marine t-shirt</td>
</tr>
<tr>
<td>1</td>
<td>Unit t-shirt</td>
</tr>
<tr>
<td>4</td>
<td>Shirts (appropriate t-shirts or collared shirts)</td>
</tr>
<tr>
<td>1</td>
<td>Climate appropriate outerwear – jacket and/or poncho (a light garment – no big jackets)</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – REQUIRED</td>
</tr>
<tr>
<td>2 pair</td>
<td>Sneakers/comfortable walking shoes</td>
</tr>
<tr>
<td>14 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>8 pair</td>
<td>Socks</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes</td>
</tr>
<tr>
<td>1</td>
<td>Personal hygiene items (toothbrush, toothpaste, hairbrush and/or comb, deodorant, skin lotion, shampoo, soap, etc. (Female hygiene items - feminine products and hair bands). Shaving supplies for those who need it. **Females - NOT required to wear hair in Young Marine regulations</td>
</tr>
<tr>
<td>1</td>
<td>Small notebook with pencil or pen</td>
</tr>
<tr>
<td>1</td>
<td>Swimsuit (conservative) (Males - swim trunks/board shorts) (Females – one-piece, no bikinis)</td>
</tr>
<tr>
<td>1</td>
<td>Backpack – carry-on with personal items, snacks, books, etc.</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellent</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Cell phone/Phone Card (cell phones will be collected at check in)</td>
</tr>
<tr>
<td>As needed</td>
<td>Medications – MUST be in the original prescription container</td>
</tr>
<tr>
<td>Misc. Items</td>
<td>• SEALED envelope with baggage fees for the return trip, labeled with a name – REQUIRED</td>
</tr>
<tr>
<td></td>
<td>• Reloadable debit/credit card for spending money for meals while traveling and souvenirs</td>
</tr>
<tr>
<td></td>
<td>• Suggested items – cameras, games, playing card</td>
</tr>
<tr>
<td></td>
<td>• Laundry bag (garbage bag) with a dryer sheet for odors – Keep the dirty laundry separated from clean.</td>
</tr>
<tr>
<td></td>
<td>• PLEASE pack accordingly (suggest a few extra pairs of underwear and socks).</td>
</tr>
</tbody>
</table>
12. **Adult Volunteer Qualifications:**

   **Number of Participants:** Four

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying should be willing to learn, teach, and motivate Young Marines. It is a fun learning experience full of American History.

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying should be willing to learn, teach, and motivate Young Marines. It is a fun learning experience full of American History.

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

14. **Gear List:** As listed on the next page.
## Expedition Independence Adult Volunteer Gear List

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rolling Suitcase (Do NOT bring a duffle bag or military sea bag.)</td>
</tr>
<tr>
<td>1</td>
<td>Baseball cap/hat (NO Young Marine items)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Jean pants (appropriately fitting at waist and not too tight)</td>
</tr>
<tr>
<td>1</td>
<td>Belt</td>
</tr>
<tr>
<td>7 pair</td>
<td><strong>Conservative</strong> Walking shorts (at least 3 pairs must be khaki walking shorts) (mid-thigh length or longer, cargo shorts are fine) <em>Walking shorts are NOT – short shorts, gym shorts, or basketball shorts.</em></td>
</tr>
<tr>
<td>6</td>
<td>Collared shirts – at least (1) red, (1) blue, and (1) green</td>
</tr>
<tr>
<td>3</td>
<td>YM Black Staff t-shirt</td>
</tr>
<tr>
<td>1</td>
<td>Unit t-shirt</td>
</tr>
<tr>
<td>4</td>
<td>Shirts (appropriate t-shirts or collared shirts)</td>
</tr>
<tr>
<td>1</td>
<td>Climate appropriate outerwear – jacket and/or poncho (a light garment – no big jackets)</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>2 pair</td>
<td>Sneakers/comfortable walking shoes</td>
</tr>
<tr>
<td>14 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>8 pair</td>
<td>Socks</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes</td>
</tr>
<tr>
<td>1</td>
<td>Personal hygiene items (toothbrush, toothpaste, hairbrush and/or comb, deodorant, skin lotion, shampoo, soap, etc. (Female hygiene items - feminine products and hair bands). Shaving supplies for those who need it.</td>
</tr>
<tr>
<td>1</td>
<td>Small notebook with pencil or pen</td>
</tr>
<tr>
<td>1</td>
<td>Swimsuit (conservative) (Males - swim trunks/board shorts) (Females - one piece, no bikinis)</td>
</tr>
<tr>
<td>1</td>
<td>Back Pack – carry-on with personal items, snacks, books, etc.</td>
</tr>
<tr>
<td>1</td>
<td>Insect Repellant</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Cell phone/Phone Card (cell phones will be collected at check in)</td>
</tr>
<tr>
<td>As needed</td>
<td><strong>Reloadeable debit/credit card for spending money for meals while traveling and souvenirs</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Suggested items – cameras, games, playing card</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Laundry bag (garbage bag) with a dryer sheet for odors – Keep the dirty laundry separated from clean.</strong></td>
</tr>
<tr>
<td></td>
<td><strong>PLEASE pack accordingly (suggest a few extra pairs of underwear and socks).</strong></td>
</tr>
</tbody>
</table>
Leadership Academy for Volunteer Adults
Leadership Academy for Volunteer Adults (LAVA)

1. **Description:** Purpose of this school is to provide instruction and guidance to Young Marines Adult Volunteers. This will go over the basics of being an Adult Volunteer in many roles and how to instruct your youth successfully. This is a great event for new and veteran staff.

2. **Education:** Adult Volunteers will learn basic unit training information and perform tasks associated with:
   
   a. Close order drill – Participants will learn basic marching skills and how to instruct basic drill movements.

   b. Physical Fitness Test (PFT) – Participants will learn the proper way to perform the exercises and how to properly score a PFT.

   c. Young Marines University (YMU) – Participants will partake in on-line learning through YMU.

   d. Administration - Participants will learn basic administration of unit paperwork.

   e. Young Marines Promotions – Participants will learn the ins and outs of how to properly keep track of and promote Young Marines.

   f. Risk Management – Participants will learn about Young Marines Risk Management policy, incident reports, and insurance.

   g. Code of Conduct – Participants will learn and understand Young Marines’ Code of Conduct, Adult Volunteer’s Code of Conduct, and how Young Marines and Adults are expected to act; bearing, and decorum.

   h. Young Marines – Learn how to utilize senior and advanced Young Marines. Learn how to support a “well-rounded” Young Marine.

   i. Chain of Command – Learn about your chain of command and grievance procedures seeking guidance from the various command elements of the YM organization.

   j. Ceremonies – Participants learn how to properly conduct a Graduation ceremony, Retirement, Color Guard, etc.

3. **Event Dates:** 16 August- 22 August 2020

4. **Event Length:** 7 days (traveling on the August 16th and August 22nd)

5. **Location:** Chevy Chase, MD
   (Arrival / Departure from Ronald Reagan National Airport (DCA))

6. **Number of Participants:** 30 Adult Volunteers
7. **Adult Volunteer Qualifications:**

Minimum age: 21 years old (at time of event)

Minimum TIP: One Year in the program on or before 1 June 2020

**Other:**

AV's will be indorsed by their respective Unit Commanders. This event is open to all active Adult Volunteers in good standing.

8. **Application Fee:** None

9. **Additional Costs:** AVs are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid round trip at the time of departure from the home airport. AVs must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If an AV changes a flight or leaves the event for any reason, this will be at the expense of AV and Unit.

10. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once AV has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

11. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: AVs must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first AV by date time stamp.

12. **Gear List:** As listed on next page.
LAVA Adult Volunteer Gear List

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male / Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rolling suitcase (NO duffle bag or seabag)</td>
</tr>
<tr>
<td>1</td>
<td>Sleeping Bag and Pillow</td>
</tr>
<tr>
<td>1</td>
<td>Full Adult Uniform with khaki cover</td>
</tr>
<tr>
<td>1</td>
<td>Baseball cap/hat</td>
</tr>
<tr>
<td>1 pair</td>
<td>Jean pants (appropriate fitting)</td>
</tr>
<tr>
<td>1</td>
<td>Belt</td>
</tr>
<tr>
<td>4 pair</td>
<td>Conservative walking shorts (at least 2 khaki walking shorts) – mid-thigh length or longer *Walking shorts are NOT – short shorts, gym shorts, or basketball shorts.</td>
</tr>
<tr>
<td>3</td>
<td>Polo shirts (black or red)</td>
</tr>
<tr>
<td>1</td>
<td>Unit t-shirt</td>
</tr>
<tr>
<td>1</td>
<td>YM Black Staff t-shirt</td>
</tr>
<tr>
<td>2</td>
<td>Appropriate t-shirts or collared shirts</td>
</tr>
<tr>
<td>1</td>
<td>Climate appropriate outerwear – jacket and/or poncho (a light garment – no big jackets)</td>
</tr>
<tr>
<td>2 pair</td>
<td>Sneakers/comfortable walking shoes (NO slip-on sandals)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Boots</td>
</tr>
<tr>
<td>5 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>5 pair</td>
<td>Sleepwear</td>
</tr>
<tr>
<td>1</td>
<td>Socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellent</td>
</tr>
<tr>
<td>2</td>
<td>Towels and wash cloths</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – REQUIRED</td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes</td>
</tr>
<tr>
<td>1 set</td>
<td>Notebook with pencil, pen, and highlighter.</td>
</tr>
<tr>
<td>1</td>
<td>Back pack – carry-on with personal items, snacks, books, etc.</td>
</tr>
<tr>
<td>1</td>
<td>Boot polishing kit (if needed)</td>
</tr>
<tr>
<td>1</td>
<td>Cell phone</td>
</tr>
<tr>
<td></td>
<td>Miscellaneous items suggested but not required: i.e., cameras, playing cards, spending money</td>
</tr>
<tr>
<td>Medication</td>
<td>Must be in original prescription container with explicit directions for dosage</td>
</tr>
</tbody>
</table>
Cowboy Adventure
Cowboy Adventure

1. **Description**: A cowgirl is taught from a young age to consistently put her livestock ahead of herself. When she gets up in the morning and saddles up, her horse is her number one priority. A cowboy is taught if you take care of your animals, those animals will take care of you. When you have morning feedings to do, a cowboy always feeds his animals before he feeds himself. When the day is done, a seasoned “hand” will always turn out her horse and put him to bed for the night before she heads to the house to take care of her own personal needs.

Cowboys are notorious for being men of few words. They are men of action. This is how they lead. When working a horse, they watch and learn from the horse and then pick their response based on what that horse needs. They never respond out of anger, but they will be firm out of discipline. A great Cow Boss is an exceptional leader, as she leads by example and gives plenty of room for a horse or a “hand” to figure out the problem themselves.

Though a cowboy can spend many hours in the saddle by himself, he always is working in a team. When riding, it is a constant dance of teamwork. The rider pays attention to what the horse is communicating and likewise provides leadership by directing the horse with clear and effective communication. Through horsemanship, a rider learns valuable lessons about leading with respect while meeting your partner where they are.

This weeklong adventure will help Young Marines deepen their leadership potential by learning the cultural expertise of Cowboy and Cowgirl etiquette and expertise. They will learn how to build trust with a young colt through ground exercises and horse training. They will build a relationship with their horse while learning how to work cattle and ride large terrain. They will strengthen their ability to work with each other with respect and integrity under the tutelage of seasoned Cowboys and Cowgirls.

2. **Event Dates**: 12 July- 18 July 2020

3. **Event Length**: 7 Days

4. **Location**: DryHead Ranch, Lovell Wyoming

5. **Number of Participants**: 20 Young Marines/ 2 Adult Volunteers

6. **Qualifications**:

   Minimum age: 15 years old (at start of adventure)

   Minimum rank: YM/SSgt with a date of rank on or before 31 December 2019

   TIP: One year on or before 1 June 2019
   *Counted from Recruit Graduation date.

   PFT Classification: 2nd class (Database must be up to date with all scores as of 31 December 2019)
Other:

a. Member in good standing.

b. Has all required DDR Training (database must show quarterly DDR Training)

c. Participated in two overnight unit activities (away from home) without incident.

d. **Attendees must be less than 275 lbs. (Weight limit imposed by Ranch for safety of horses)**

7. **Application Fee:** $350.00 (non-refundable application fee). (Includes airfare, lodging, and food) The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

**Note:** After restricted period no more than two Young Marines from the same unit will be allowed to attend.

11. **Awards:** None

12. **Adult Volunteer Qualifications:**

   **Number of Participants:** Three

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2020
**Other:**

Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

**Application Fee:** None.

13. **AVC Qualifications:**

Minimum age: 25 years old (at start of event)

Minimum TIP: Two year on or before 1 June 2020

**Other:**

Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

**Application Fee:** None.

14. **Gear List:** As listed on next page.
Cowboy Adventure Young Marines and Adult Volunteer Gear List

The list provided below is the minimum clothing and equipment needed for this school. Adding to list is up to the YM, parent or guardian; however particular attention must be paid to the restrictions listed at the end of this page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>1</td>
<td>Baseball Cap or Cowboy Hat</td>
</tr>
<tr>
<td>5 Pair</td>
<td>Jeans (no rips)</td>
</tr>
<tr>
<td>1</td>
<td>Black Staff Polo (Adults Only)</td>
</tr>
<tr>
<td>2</td>
<td>Black Young Marines Staff Shirt (Adults Only)</td>
</tr>
<tr>
<td>1</td>
<td>Unit T-shirt</td>
</tr>
<tr>
<td>1</td>
<td>Red Young Marines National T-shirt</td>
</tr>
<tr>
<td>5</td>
<td>Long Sleeved and light weight shirts</td>
</tr>
<tr>
<td>2 pair</td>
<td>Thick Leather Working Gloves</td>
</tr>
<tr>
<td>1</td>
<td>Rain Jacket</td>
</tr>
<tr>
<td>2</td>
<td>Sweatshirts</td>
</tr>
<tr>
<td>2</td>
<td>Large Water Bottle</td>
</tr>
<tr>
<td>8 pair</td>
<td>Socks</td>
</tr>
<tr>
<td>1 pair</td>
<td>Slip on, Slick soled cowboy boots</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes or hiking boots</td>
</tr>
<tr>
<td>8 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels</td>
</tr>
<tr>
<td>1</td>
<td>Conservative bathing suit (females – one-piece)</td>
</tr>
<tr>
<td>1</td>
<td>Water shoes, old sneakers that can get wet, or fixed heed/fixed to sandals (separate from running shoes)</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes</td>
</tr>
<tr>
<td>1</td>
<td>Pair of warm layers that can get dirty for caving (old sweatshirt and jeans will work)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Boots or sneakers that can get wet and dirty (for caving)</td>
</tr>
<tr>
<td>1</td>
<td>Knee pads (optional)</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (with spare key)</td>
</tr>
<tr>
<td></td>
<td>Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.</td>
</tr>
<tr>
<td>Medication</td>
<td>Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent's expense.)</td>
</tr>
</tbody>
</table>
Adventure Links
Adventure Links

1. **Description:** Adventure Links is a high adventure summer camp that focuses on the engage in an interactive, fun, experiential, outdoor, and relevant series of activities that integrate values of leadership, teamwork, and discipline. They will present a combination of physical, mental, and innovative challenges for teens in the Young Marines program.

2. **Event Dates:** 26 July – 1 August 2020

3. **Event Length:** 7 Days (travel days on July 28th and August 3rd)

4. **Location:** Clifton, Virginia

5. **Number of Participants:** 100 Young Marines, 5 Adult Volunteers

6. **Young Marine Qualifications:**
   - Minimum age: 13 years old (at start of event)
   - Minimum rank: YM/LCpl with a date of rank on or before 31 December 2019
   - Minimum TIP: One year on or before 1 June 2020
   - *Counted from Recruit Graduation date.
   - PFT Classification: 3rd class (database must be up to date with all scores as of 31 December 2019)

   **Other:**
   - a. Member in good standing.
   - b. Participated in two overnight unit activities without incident.
   - c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT's.

7. **Application Fee:** $150.00 (non-refundable application fee). (Includes airfare, lodging, and food) The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

   (**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).
9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

13. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

10. **Awards:** None

11. **Adult Volunteer Qualifications:**

   **Number of Participants:** Four

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

14. **Gear List:** As listed on next page.
**Adventure Links Young Marine Gear List**

The list provided below is the minimum clothing and equipment needed for this school. Adding to list is up to the YM, parent or guardian; however particular attention must be paid to the restrictions listed at the end of this page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>1</td>
<td>Daypack/ small backpack for day trip</td>
</tr>
<tr>
<td>1</td>
<td>Sleeping bag and pillow</td>
</tr>
<tr>
<td>6pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>6</td>
<td>Bras (recommended to bring regular and sports bras)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Conservative shorts</td>
</tr>
<tr>
<td>1 pair</td>
<td>Pants</td>
</tr>
<tr>
<td>1</td>
<td>Cap or brimmed hat</td>
</tr>
<tr>
<td>2</td>
<td>Red Young Marine National t-shirts</td>
</tr>
<tr>
<td>1</td>
<td>Rain Jacket</td>
</tr>
<tr>
<td>1</td>
<td>Sunglasses</td>
</tr>
<tr>
<td>4</td>
<td>T-Shirts (within Young Marine regulation)</td>
</tr>
<tr>
<td>1</td>
<td>Light Jacket</td>
</tr>
<tr>
<td>1</td>
<td>Long sleeve shirt</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes</td>
</tr>
<tr>
<td>2</td>
<td>Reusable water bottle</td>
</tr>
<tr>
<td>6pair</td>
<td>White socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels</td>
</tr>
<tr>
<td>1</td>
<td>Conservative bathing suit (females – one-piece)</td>
</tr>
<tr>
<td>1</td>
<td>Water shoes, old sneakers that can get wet, or fixed heed/ fixed to sandals (separate from running shoes)</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes</td>
</tr>
<tr>
<td>1</td>
<td>Pair of warm layers that can get dirty for caving (old sweatshirt and jeans will work)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Boots or sneakers that can get wet and dirty (for caving)</td>
</tr>
<tr>
<td>1</td>
<td>Kneepads (optional)</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (with spare key)</td>
</tr>
<tr>
<td></td>
<td>Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.</td>
</tr>
<tr>
<td>Medication</td>
<td>Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)</td>
</tr>
</tbody>
</table>
OUTWARD BOUND
River Course
Outward Bound- River Course

1. **Description:** No previous rafting experience is necessary to fully embrace this extraordinary expedition, which combines unforgettable environments and exciting activities with an emphasis on developing leadership, community, and personal strength.

On the river, participants will learn both the basics and the fine points of managing a paddle raft through some of the best whitewater in the West, as well as camping underneath the pristine night skies of Colorado and Utah. Enjoy the rhythm of the river, take in the exquisite natural beauty of the land and stop often to explore awe-inspiring viewpoints.

2. **Event Dates:** 30 June – 9 July 2020

3. **Event Length:** 10 Days

4. **Location:** CO/UT

5. **Number of Participants:** 21 Young Marines and 1 Adult Volunteer

6. **Young Marine Qualifications:**
   
   Minimum age: 15 years old (at start of event)

   Minimum rank: YM/Sgt with a date of rank on or before 31 December 2019

   Minimum TIP: One year on or before 1 June 2020
   *Counted from Recruit Graduation date.

   PFT Classification: 1st class (database must be up to date with all scores as of 31 December 2019)

   **Other:**
   a. Member in good standing.
   b. Participated in two overnight unit activities without incident.
   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

7. **Application Fee:** $350.00 (non-refundable application fee). (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.

   Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor).
Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST- 3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

(**Note**) After restricted period no more than two Young Marines from the same unit will be allowed to attend.

11. **Awards:** None

12. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.
WILDERNESS ADVENTURES
Australia
Wilderness Adventure: Australia
**Open to outgoing seniors**

1. **Description:** The program contains wilderness-based adventure experiences in Australia. Some projects that will be:

   Service: Reef Teach Project, Sea Turtle Conservation Project, Beach Cleaning

   Adventure Activities: Zipline, Crocodile Tour, Night Hike, Raft, Kayak, SCUBA Dive, Surf, Day Hikes, Snorkel

   Culture: Aboriginal Village Visit, Aboriginal Performances

   **Note:** This event will require a passport by April 15th, 2020.

2. **Event Dates:** 13 July – 2 August 2020

3. **Event Length:** 21 Days

4. **Location:** Australia

5. **Number of Participants:** 13 Young Marines and 2 Adult Volunteers

6. **Young Marine Qualifications:**
   - Minimum age: 16 years old (at start of event)
   - Minimum rank: YM/Sgt with a date of rank on or before 31 December 2019
   - Minimum TIP: One year on or before 1 June 2020
     *Counted from Recruit Graduation date.
   - PFT Classification: 1st class (database must be up to date with all scores as of 31 December 2019)

   **Other:**
   a. Member in good standing.
   b. Participated in two overnight unit activities without incident.
   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

7. **Application Fee:** $500.00 (non-refundable application fee). (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.
   Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the
airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST - 3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2002 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

   (**Note**) After restricted period no more than two Young Marines from the same unit will be allowed to attend.

11. **Awards:** None

12. **Adult Volunteer Qualifications:**

   **Number of Participants:** One

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   Must have been to one prior SPACES event.

   **Application Fee:** None.

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020
Other:

Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

Must have been to one prior SPACES event.

**Application Fee:** None.
**Wilderness Adventure: Kilimanjaro**
**Open to all outgoing Seniors**

1. **Description:** The program contains wilderness-based adventure experiences in Kilimanjaro. Some projects that will be-

   Service: Teaching English, Teaching Computer Proficiency, Community Projects

   Adventure Activities: Climb Kilimanjaro, Safari, Day Hikes, Hot Springs

   Culture: Village Visits, Cooking Classes, Swahili Lessons, Market Visits

   **This event will require a passport by April 15th, 2020**

   **Will require Vaccinations (call Headquarters Young Marines for more information)**

2. **Event Dates:** 13 July – 2 August 2020

3. **Event Length:** 21 Days

4. **Location:** Kilimanjaro

5. **Number of Participants:** 13 Young Marines and 2 Adult Volunteers

6. **Young Marine Qualifications:**

   Minimum age: 16 years old (at start of event)

   Minimum rank: YM/Sgt with a date of rank on or before 31 December 2019

   Minimum TIP: One year on or before 1 June 2020
   *Counted from Recruit Graduation date.

   PFT Classification: 1st class (database must be up to date with all scores as of 31 December 2019)

   **Other:**

   a. Member in good standing.

   b. Participated in two overnight unit activities without incident.

   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

7. **Application Fee:** $500.00 (non-refundable application fee). (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.
8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid **round trip** at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

(**Note**) After restricted period no more than two Young Marines from the same unit will be allowed to attend.

11. **Awards:** None

12. **Adult Volunteer Qualifications:**

   **Number of Participants:** One

   Minimum age: 25 years old (at start of event)

   Minimum TIP: two year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   Must have staffed one prior SPACES event.

   **Application Fee:** None.

13. **AVC Qualifications:**
Minimum age: 25 years old (at start of event)

Minimum TIP: Two year on or before 1 June 2020

**Other:**

Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

**Application Fee:** None.
WILDERNESS ADVENTURES

Costa Rica
Wilderness Adventure: Costa Rica
**Open to all outgoing Seniors**

1. **Description:** The program contains wilderness-based adventure experiences in Costa Rica.
   Some projects that will be-

   Service: Community Projects, Teaching English, Sea Turtle Conservation

   Adventure Activities: Surf, SCUBA Dive, Kayak, Raft, Day Hike, Corcovado National Park, Cano Islands Visit

   Culture: Spanish Classes, Cooking Classes, Dance Classes, Community Visits.

   **This event will require a passport by April 15th, 2020**

2. **Event Dates:** 20 June – 10 July 2020

3. **Event Length:** 21 Days

4. **Location:** Costa Rica

5. **Number of Participants:** 13 Young Marines and 2 Adult Volunteers

6. **Young Marine Qualifications:**
   - Minimum age: 16 years old (at start of event)
   - Minimum rank: YM/Sgt with a date of rank on or before 31 December 2019
   - Minimum TIP: One year on or before 1 June 2020
     *Counted from Recruit Graduation date.
   - PFT Classification: 1st class (database must be up to date with all scores as of 31 December 2019)

   **Other:**
   a. Member in good standing.
   b. Participated in two overnight unit activities without incident.
   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

7. **Application Fee:** $500.00 (non-refundable application fee). (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.
Unaccompanied Minor fees must be paid round trip at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

11. **Awards:** None

12. **Adult Volunteer Qualifications:**

   **Number of Participants:** two

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020
Other:

Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

Application Fee: None.
WILDERNESS ADVENTURES

Yellowstone
Wilderness Adventure: Yellowstone

1. **Description:** The program contains wilderness-based adventure experiences in Yellowstone. Some projects that will be-

   Service: Trail Maintenance (river restoration, constructing foot bridges, invasive species removal)

   Adventure Activities: High Ropes Course, Raft, Kayak, Backpack, Rock Climb, Whitewater Kayak

   Culture: Visit Yellowstone (oldest National Park), Roosevelt Chuckwagon, Fly Fishing.

2. **Event Dates:** 20 June – 10 July 2020

3. **Event Length:** 21 Days

4. **Location:** Yellowstone

5. **Number of Participants:** 13 Young Marines and 2 Adult Volunteers

6. **Young Marine Qualifications:**

   Minimum age: 12 years old (at start of event)

   Maximum age: 15 years old (at start of event)

   Minimum rank: YM/Sgt with a date of rank on or before 31 December 2019

   Minimum TIP: One year on or before 1 June 2020
   *Counted from Recruit Graduation date.

   PFT Classification: 2nd class (database must be up to date with all scores as of 31 December 2019)

   **Other:**

   a. Member in good standing.

   b. Participated in two overnight unit activities without incident.

   c. Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

7. **Application Fee:** $500.00 (non-refundable application fee). (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.

8. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.
   Unaccompanied Minor fees must be paid round trip at the time of departure from the home
airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

(**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

9. **Application:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST- 3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

10. **Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

(**Note**) After restricted period no more than two Young Marines from the same unit will be allowed to attend.

11. **Awards:** None

12. **Adult Volunteer Qualifications:**

   **Number of Participants:** two

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2020

   **Other:**

   Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

   **Application Fee:** None.

13. **AVC Qualifications:**

   Minimum age: 25 years old (at start of event)

   Minimum TIP: Two year on or before 1 June 2020
Other:

Adult Volunteers applying for positions with SPACES events must be capable of keeping up with Young Marines. Safety is always paramount, and all adults present must be able to observe Young Marines during movements to and from events and while at events.

**Application Fee:** None.
National Leadership Academy
Leadership Academy Overview

The Young Marine leadership development process at the National Leadership Academy is designed to enhance leadership skills in a way Young Marines have never experienced. The Academy prides itself on introducing experiential learning mixed with self-discovery to challenge Young Marines in overcoming daily leadership tasks and the battle within themselves to make right decisions during tough situations.

On a larger scale, the Academy assists Unit Commanders with the product created at the end of a Young Marine’s career. This is accomplished through molding Young Marines into engaged citizens who can operate at a higher level than their peers with an understanding of the necessary work ethic required to achieve any goal, vision, dream, or lifestyle that the individual Young Marine desires.

All is accomplished with a curriculum designed to challenge Young Marines physically, mentally, and morally. The curriculum and environment prepare Young Marines with basic life skills that continue to strengthen the lives of America’s youth.
Advanced Leadership School (ALS)

1. **Description:** The Advanced Leadership School is a program for Young Marines who have exhibited exceptional maturity and leadership skills in their units. Adult leaders often call upon these Young Marines to handle leadership situations and provide the inspiration to those under their charge.

2. **Course Overview:** The purpose of ALS is to prepare Young Marines for leadership roles and responsibilities ranging from unit to division. The course is designed to challenge Young Marines in the management of people, events, and individual unit meetings with emphasis on leadership, mentoring, and responsibilities of a Young Marine Advanced Leader. It also serves as a refresher course in field skills with a concentration on planning and operational risk management.

3. **Course Objectives:**
   
   a. examine leadership styles to develop a dynamic picture of themselves as a leader
   
   b. employ leadership principles to lead, manage, and mentor subordinates
   
   c. inspire and motivate peers and subordinates
   
   d. effectively assist with planning within the unit including training schedules and major events
   
   e. develop communication skills directed towards superiors, peers, and subordinates

4. **Course Environment:** The course of instruction will be composed of lecture and a workshop environment which will allow Young Marines to practice the skills and knowledge they are being taught. Workshops will involve practical application of leadership skills and teambuilding environments.

   These practical classes are designed to promote a high level of student morale, teamwork, and decisive thinking to create a higher level of interest in the classroom. All courses are designed to transfer to the unit level. Students will be given the tools necessary to put everything they learn during the Academy into practice once they return home to continue to grow as leaders and to help others in their units to develop their skills as a result.
5. **Event Dates:** 20 June – 5 July 2020

6. **Event Length:** Sixteen days (traveling on June 20\(\text{nd}\) and July 5\(^{th}\))

7. **Location:** Camp Rilea, Oregon

8. **Number of Participants:** 50 Young Marines

9. **Qualifications:**

   Minimum age: 15 years old (at start of event)

   Minimum rank: YM/GySgt with a date of rank on or before 31 December 2019

   Minimum Time in Program (TIP): Two years on or before 1 June 2020
   *Counted from Recruit Graduation date.

   PFT Classification: 2nd Class (database must be up to date with all scores as of 1 December 2019)

   ALS students must pass their last PFT, prior to the academy, with a score of 300. The use of modified exercises on said PFT is prohibited, unless a documented medical condition hinders them, in achieving this score. Primary PFT events are the only scores, except for medically excused, that will be accepted. PFTs with modified exercises will not qualify. ALS students must have passed their last two required PFTs.

**Other:**

a. Member in good standing
b. Participated in two separate overnight unit activities without incident

c. Must be a national or accredited local SLS graduate

**Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFTs.**

10. **Application Fee:** $150.00 non-refundable application fee (Includes airfare, lodging, and food).  
*The application fee does not include unaccompanied minor and baggage fees.*

11. **Additional Costs:** Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees. Unaccompanied Minor fees must be paid round trip at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor). Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

12. **Applications:** Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

13. **Unit Restrictions:** Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

14. **Authorized Awards:** Advanced Leadership School Ribbon with gold frame, Perfect PFT Ribbon, Honor Graduate Ribbon with appropriate letter, and Gold X if applicable.

15. **Gear List:** As listed on next page.
ALS Gear List
The list provided below is the minimum clothing and equipment needed for this school. Adding to list is up to the YM, parent or guardian; however particular attention must be paid to the restrictions listed at the end of this page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>2 sets</td>
<td>Camouflage Uniform (serviceable including ribbons, complete patches, and nametapes)</td>
</tr>
<tr>
<td>1 set</td>
<td>Charlie uniform (Males bring shirt stays) (Females MUST wear trousers and corframs, NO HEELS)</td>
</tr>
<tr>
<td>1</td>
<td>Pillow – REQUIRED</td>
</tr>
<tr>
<td>1 set</td>
<td>Sleeping bag OR (1) pillowcase, (2) flat sheets, AND (1) large blanket</td>
</tr>
<tr>
<td>12 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>6</td>
<td>Bras (recommended to bring regular and sports bras)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Conservative khaki shorts (tan)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Khaki pants (tan)</td>
</tr>
<tr>
<td>6</td>
<td>Polo shirts (3 – white and 3 – red)</td>
</tr>
<tr>
<td>2</td>
<td>Red Young Marine National t-shirts</td>
</tr>
<tr>
<td>2</td>
<td>Unit t-shirt (Note: YMs often trade a unit t-shirt)</td>
</tr>
<tr>
<td>5</td>
<td>White crew neck t-shirts</td>
</tr>
<tr>
<td>4</td>
<td>Black P.T. shorts</td>
</tr>
<tr>
<td>2</td>
<td>Light grey sweatshirt (Try purchasing on Amazon if purchasing out of season.)</td>
</tr>
<tr>
<td>2</td>
<td>Light grey sweatpants (Try purchasing on Amazon if purchasing out of season.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes</td>
</tr>
<tr>
<td>12 pair</td>
<td>Black or green socks</td>
</tr>
<tr>
<td>12 pair</td>
<td>White socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels and wash cloths</td>
</tr>
<tr>
<td>1</td>
<td>Conservative bathing suit (females – one-piece)</td>
</tr>
<tr>
<td>1</td>
<td>Beach towel</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – REQUIRED</td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes – REQUIRED</td>
</tr>
<tr>
<td>1 set</td>
<td>8 ½” by 11” notebook with pencil, pen, and highlighter.</td>
</tr>
<tr>
<td>5</td>
<td>3” by 5” pocket notebook</td>
</tr>
<tr>
<td>1</td>
<td>Young Marine Advanced Guidebook</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (WITH SPARE KEY) (combo written down to be turned in)</td>
</tr>
<tr>
<td>1</td>
<td>Boot polishing kit</td>
</tr>
<tr>
<td>1</td>
<td>Phone Card or cell phone for airport use only (phones will be collected at check-in)</td>
</tr>
<tr>
<td></td>
<td>Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.</td>
</tr>
<tr>
<td>Medication</td>
<td>Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)</td>
</tr>
</tbody>
</table>
Senior Leadership School (SLS)

1. **Description**: The three training pillars of the Young Marines Program are teaching self-discipline, team building, and leadership development. SLS is the second step leadership school in the Young Marines Program. YM/Sergeants and Staff Sergeants will practice interpersonal communication and problem solving and will define and refine who they are as a leader. Upon completion of this school, the Young Marine graduate will have a strong base of leadership skills and a working knowledge of group dynamics.

2. **Course Overview**: The purpose of SLS is to prepare Young Marines for leadership roles and responsibilities within their unit. This course is designed to challenge Young Marines in the management of people, events, and individual unit meetings with emphasis on encampment planning and the education and management of Young Marines. The course will also help prepare Young Marines for this next stage in their development by offering classes in stress and anger management.

3. **Course Objectives**:
   a. examine leadership styles that they aspire to embody
   b. display qualities from two to three leadership styles
   c. develop a plan to build leadership skills
   d. display a basic understanding of event planning and organization including lesson development and encampment planning
   e. recognize others’ difference and create a plan for working in diverse groups
   f. develop communication skills directed towards superiors, peers, and subordinates

4. **Course Environment**: The course of instruction will be composed of lecture, workshops, and a culminating leadership seminar which will allow Young Marines to practice the skills and knowledge they are being taught. Workshops will involve practical application of leadership skills and teambuilding environments while the final seminar will allow them time to reflect on their learning and experiences from the week to better develop themselves as a leader.

   The practical classes are designed to promote a high level of student morale, teamwork, and decisive thinking to create a higher level of interest in the classroom. All classes will build on one another to deepen student understanding and allow them time to practice each skill and steppingstones as they would occur naturally to result in a stronger understanding of leadership principles and the ability to effectively implement their learning back at the unit level. Students will leave with a plan for further leadership development, an encampment proposal, and an educational workshop plan.
5. Dates: 27 June – 5 July 2020

6. Event Length: Nine days (traveling on June 27th and July 5th)

7. Location: Camp Rilea, Oregon

8. Number of Participants: 100 Young Marines

9. Qualifications:

   Minimum age: 14 years old (at start of school)

   Minimum rank: YM/SGT with a date of rank on or before 31 December 2019

   Minimum TIP: 1 year on or before 1 June 2020
   *Counted from Recruit Graduation date.

   PFT Classification: 3rd Class (database must be up to date with all scores as of 31 December 2019)

   SLS students must pass their last PFT, prior to the academy, with a score of 250. The use of modified exercises on said PFT is prohibited, unless a documented medical condition hinders them, in achieving this score. Primary PFT events are the only scores, except for medically excused, that will be accepted. PFTs with modified exercises will not qualify. SLS students must have passed their last two required PFTs.

Other:

a. Member in good standing

b. Has all required DDR Training (database must show all quarterly DDR Training)

c. Participated in two separate overnight unit activities without incident

<table>
<thead>
<tr>
<th>Grading Plan:</th>
<th>Physical Fitness Test Grading Scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>PFT--------------------------------------------- 15%</td>
<td>500 ------- 100 Points</td>
</tr>
<tr>
<td>Drill-------------------------------------------- 15%</td>
<td>450 to 499---95 Points</td>
</tr>
<tr>
<td>Uniform Inspection----------------- 15%</td>
<td>400 to 449---90 Points</td>
</tr>
<tr>
<td>Leadership Portfolio------------- 55%</td>
<td>350 to 399---85 Points</td>
</tr>
<tr>
<td>Leadership Portfolio will consist of all coursework deliverables as well as self, peer, and staff evals including all LEFs.</td>
<td>300 to 349---80 Points</td>
</tr>
<tr>
<td></td>
<td>250 to 299---75 Points</td>
</tr>
<tr>
<td></td>
<td>250 to 0------70 Points</td>
</tr>
<tr>
<td></td>
<td>Young Marines will take the PFT without modified events unless they have a medical waiver or qualified disability.</td>
</tr>
<tr>
<td></td>
<td>If the Young Marine cannot pass without modified events they will be offered the modified events but can only receive the minimum qualifying score of 250 if they pass.</td>
</tr>
</tbody>
</table>
d. Must be a national or accredited local JLS graduate

Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT’s.

10. Application Fee: $150.00 non-refundable application fee. (Includes airfare, lodging, and food)
   The application fee does not include unaccompanied minor fees and baggage fees.

11. Additional Costs: Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.
   Unaccompanied Minor fees must be paid round trip at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor).
   Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.

   (**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

12. Applications: Application: Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

13. Unit Restrictions: Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

14. Authorized Awards: Senior Leadership School Ribbon with gold frame, Perfect PFT Ribbon, Honor Graduate Ribbon with appropriate letter

15. Gear List: As listed on next page.
SLS Gear List

This list is minimum clothing and equipment needed for this school. Adding to list is left to YM, parent or guardian; however particular attention must be paid to the restrictions page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/ Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>2 sets</td>
<td>Camouflage Uniform (serviceable including ribbons, all patches, and nametapes)</td>
</tr>
<tr>
<td>1</td>
<td>Pillow - <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Sleeping bag OR (1) pillowcase, (2) flat sheets, AND (1) large blanket</td>
</tr>
<tr>
<td>6 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>4</td>
<td>Bras (recommended to bring regular and sports bras)</td>
</tr>
<tr>
<td>2 pair</td>
<td>Conservative khaki shorts (tan)</td>
</tr>
<tr>
<td>4</td>
<td>Polo shirts (2 – white and 2 – red)</td>
</tr>
<tr>
<td>2</td>
<td>Red Young Marine National t-shirts</td>
</tr>
<tr>
<td>2 pair</td>
<td>Khaki pants (tan)</td>
</tr>
<tr>
<td>2</td>
<td>Unit t-shirt (Note: YMs often trade a unit t-shirt)</td>
</tr>
<tr>
<td>2</td>
<td>White crew neck t-shirts</td>
</tr>
<tr>
<td>2</td>
<td>Black P.T. shorts</td>
</tr>
<tr>
<td>2</td>
<td>Light grey sweatshirt (Try purchasing on Amazon if purchasing out of season.)</td>
</tr>
<tr>
<td>2</td>
<td>Light grey sweatpants (Try purchasing on Amazon if purchasing out of season.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes</td>
</tr>
<tr>
<td>6 pair</td>
<td>Black or green socks</td>
</tr>
<tr>
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<td>White socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels and wash cloths</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>8 ½” by 11” notebook with pencil, pen, and highlighter.</td>
</tr>
<tr>
<td>5</td>
<td>3” by 5” pocket notebook</td>
</tr>
<tr>
<td>1</td>
<td>Young Marine Senior Guidebook</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (with spare key) (combination written for turn in)</td>
</tr>
<tr>
<td>1</td>
<td>Boot polishing kit</td>
</tr>
<tr>
<td>1</td>
<td>Phone Card or cell phone for airport use only (phones will be collected at check-in)</td>
</tr>
</tbody>
</table>

Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.

**Medication** Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)
Junior Leadership School (JLS)

1. **Description:** The Junior Leadership School (JLS) is the introduction to the three training pillars of self-discipline, team building, and leadership development. It is designed to introduce the Junior Young Marine Corporals and mature Basic Young Marine Lance Corporals to interpersonal communication, teambuilding skills, and basic leadership skills and principles. Upon completion of this school, the Young Marine graduate will have a basic understanding of leadership principles and who they want to be as a leader in the future.

2. **Course Overview:** The purpose of JLS is to prepare Young Marines for leadership roles and responsibilities within their unit. This course is designed to challenge Young Marines to work and communicate with diverse people and deepen their understanding of what it means to be a team member and a leader amongst their peers.

3. **Course Objectives:**
   a. examine qualities of effective leaders
   b. understand the principles of leadership and basic leadership styles
   c. choose a leadership style to explore and develop further
   d. set goals and create a plan for personal leadership development
   e. work effectively as a team member and a team leader
   f. utilize basic problem-solving techniques to encourage group cooperation and collaboration
   g. develop communication skills directed towards superiors, peers, and subordinates

4. **Course Environment:** The course of instruction will be composed of lecture, workshops, and a culminating leadership seminar which will allow Young Marines to practice the skills and knowledge they are being taught. Workshops will involve practical application of leadership skills and teambuilding environments while the final seminar will allow them time to reflect on their learning and experiences from the week to better develop themselves as a leader.

   The practical classes are designed to promote a high level of student morale, teamwork, and decisive thinking to create a higher level of interest in the classroom. All classes will build on one another to deepen student understanding and allow them time to practice each skill and steppingstone as they would occur naturally to result in a stronger understanding of leadership principles and the ability to effectively implement their learning back at the unit level. Students will leave with a plan for further leadership development.
Grading Plan:

<table>
<thead>
<tr>
<th>Grading Category</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>PFT</td>
<td>15%</td>
</tr>
<tr>
<td>Drill</td>
<td>15%</td>
</tr>
<tr>
<td>Uniform Inspection</td>
<td>15%</td>
</tr>
<tr>
<td>Leadership Portfolio</td>
<td>55%</td>
</tr>
<tr>
<td>Leadership Portfolio</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Leadership Portfolio will consist of all coursework deliverables as well as self, peer, and staff evals including all LEFs.

<table>
<thead>
<tr>
<th>Physical Fitness Test Grading Scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>500 ------ 100 Points</td>
</tr>
<tr>
<td>450 to 499---95 Points</td>
</tr>
<tr>
<td>400 to 449---90 Points</td>
</tr>
<tr>
<td>350 to 399---85 Points</td>
</tr>
<tr>
<td>300 to 349---80 Points</td>
</tr>
<tr>
<td>250 to 299---75 Points</td>
</tr>
<tr>
<td>250 to 0------70 Points</td>
</tr>
</tbody>
</table>

Young Marines will take the PFT without modified events unless they have a medical waiver or qualified disability.

If the Young Marine cannot pass without modified events they will be offered the modified events but can only receive the minimum qualifying score of 250 if they pass.

5. Dates: 27 June – 5 July 2020

6. Event Length: Nine days (traveling on June 27th and July 5th)

7. Location: Camp Rilea, Oregon

8. Number of Participants: 100 Young Marines

9. Qualifications:

   Minimum age: 13 years old (at start of school)

   Minimum rank: YM/LCPL with a date of rank on or before 31 December 2019

   Minimum TIP: One year on or before 1 June 2020
   *Counted from Recruit Graduation date.

   PFT Classification: 3rd Class (database must be up to date with all scores as of 31 December 2019)

   All JLS attendees **must have a 250 or higher PFT score** regardless of rank qualifications.

Other:

a. Member in good standing

b. Participated in two separate overnight unit activities without incident
Young Marines must meet all qualifications for ranks they hold in addition to all required quarterly DDR training and all PFT's.

10. **Application Fee**: $150.00 non-refundable application fee. (Includes airfare, lodging, and food)
    
The application fee does not include unaccompanied minor fees and baggage fees.

11. **Additional Costs**: Parents are responsible for any additional costs that may be charged at airline ticket counter for unaccompanied minor fees and checked baggage fees.
    
    Unaccompanied Minor fees must be paid round trip at the time of departure from the home airport. It is parent’s responsibility to make all unaccompanied minor arrangements with the airline. HQYM will provide the name of adult picking up Young Marine (Unaccompanied Minor).
    
    Young Marines must have money to pay for checked baggage for the return flight. HQYM is not responsible for these charges.
    
    (**Note**) If a parent changes Young Marines flight or Young Marine leaves the event for any reason, this will be at the expense of parent(s).

12. **Applications**: Apply through Young Marines Database beginning 4 January 2020 at 12am PST – 3:00am EST (Restricted Day). The unrestricted period begins January 5, 2020 (12:00 AM PST-3:00 AM EST) until January 18th (8:59 PM PST- 11:59 PM EST). Units have 15 days to submit completed application once Young Marine has been placed in pending status. If Young Marine is denied, the Young Marine must re-apply after the restricted period ends. Waitlisted Young Marines that are set to pending at a later date may need to complete application in less than 15 days to accommodate flight bookings.

13. **Unit Restrictions**: Units are restricted to one until the restricted day ends on 5 January 2020 (12 am PST – 3:00 am EST). (Note: Young Marines must meet qualification requirements during and after restricted period). If more than one Young Marine is submitted from a unit during the restricted period, Operations Department will select first Young Marine by date time stamp.

14. **Authorized Awards**: Junior Leadership School Ribbon with gold frame, Perfect PFT Ribbon, Honor Graduate Ribbon with appropriate letter.

15. **Gear List**: As seen on neat page.
JLS Gear List

This list is minimum clothing and equipment needed for this school. Adding to list is left to YM, parent or guardian; however particular attention must be paid to the restrictions listed at the end of the page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/ Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>2 sets</td>
<td>Camouflage Uniform (serviceable including ribbons, all patches, and nametapes)</td>
</tr>
<tr>
<td>1</td>
<td>Pillow – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Sleeping bag OR (1) pillowcase, (2) flat sheets, AND (1) large blanket</td>
</tr>
<tr>
<td>6 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>4</td>
<td>Bras (recommended to bring regular and sports bras)</td>
</tr>
<tr>
<td>2 pair</td>
<td>Conservative khaki shorts (tan)</td>
</tr>
<tr>
<td>4</td>
<td>Polo shirts (2 – white and 2 – red)</td>
</tr>
<tr>
<td>2</td>
<td>Red Young Marine National t-shirts</td>
</tr>
<tr>
<td>2 pair</td>
<td>Khaki pants (tan)</td>
</tr>
<tr>
<td>2</td>
<td>Unit t-shirt (Note: YMs often trade a unit t-shirt)</td>
</tr>
<tr>
<td>2</td>
<td>White crew neck t-shirts</td>
</tr>
<tr>
<td>2</td>
<td>Black P.T. shorts</td>
</tr>
<tr>
<td>2</td>
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<td>Young Marine Junior Guidebook</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (<strong>with spare key</strong>) (combo written down to be turned in)</td>
</tr>
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<td>1</td>
<td>Boot polishing kit</td>
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<tr>
<td>1</td>
<td>Phone Card or cell phone for airport use only (phones will be collected at check-in)</td>
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<td>Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)</td>
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</table>
Young Marine Staff Positions

1. **Academy Young Marine Sergeant Major:**

   **Dates:** 20 June – 5 July (20th and 5th are travel days)

   **Description:** The Academy YM/SgtMaj works with and reports directly to the National Leadership Academy Director. The Academy YM/SgtMaj is responsible for the overall execution of the Academy and the Young Marines who make up the YM Staff.

   **Note:** Outgoing seniors can apply for this billet.

   **Awards:** Young Marine Staff ribbon with Gold Frame, Young Marine Sergeant Major Ribbon with Gold Frame

   **Qualifications:**

   Minimum Rank: YM/MGySgt (on or before 1 December 2019)

   PFT Classification: 2nd Class PFT without modified events

   **Others:**

   a. Advanced Leadership School graduate
   b. Project Alert Instructor Certification by 1 December 2019
   c. Must have staffed a leadership school on the national or local level
   d. Community Service ribbon with two stars
   e. Attendance ribbon
   f. Academic Achievement ribbon
   g. DEA device
   h. Up to date on DDR

   **Duties and Responsibilities:**

   a. Ensure the physical, mental, and emotional welfare of students are met with proper standards set forth by the Academy Director.

   b. Report any incidents or altercations of hazing, maltreatment, and any other incidents to the School Director.

   c. Ensure morale of students and subordinates remains high and facilitates motivation enhancements.
d. Ensure all Young Marines Staff understand duties and responsibilities.

e. Ensure proper implementation of all training, testing, and scheduling of Academy.

f. Ensure all paperwork and scores are turned in nightly

2. **Advanced Leadership School Sergeant Major:**

   **Dates:** 20 June – 7 July (20th and 7th are travel days)

   **Description:** The ALS YM/SgtMaj works with the Academy YM/SgtMaj and reports directly to the ALS Director. The ALS YM/SgtMaj is responsible for the overall execution of the ALS and the Young Marines who make up the YM ALS Staff.

   **Note:** Outgoing seniors can apply for this billet.

   **Awards:** Young Marine Staff ribbon with Gold Frame, Young Marine Sergeant Major Ribbon with Gold Frame

   **Qualifications:**

   Minimum Rank: YM/ MGySgt (on or before 1 December 2019)

   PFT Classification: 2nd Class PFT without modified events

   **Others:**

   a. Advanced Leadership School graduate

   b. Project Alert Instructor Certification by 1 December 2019

   c. Must have staffed a leadership school on the national or local level

   d. Community Service ribbon with two stars

   e. Attendance ribbon

   f. Academic Achievement ribbon

   g. DEA device

   h. Up to date on DDR

   **Duties and Responsibilities:**

   a. Ensure the physical, mental, and emotional welfare of students are met with proper standards set forth by the ALS Director.
b. Report any incidents or altercations of hazing, maltreatment, and any other incidents to the ALS Director.

c. Ensure morale of students and subordinates remains high and facilitates motivation enhancements.

d. Ensure all Young Marines Staff understand duties and responsibilities.

e. Ensure proper implementation of all training, testing, and scheduling of School.

f. Ensure all paperwork and scores are turned in nightly.

3. **Advanced Leadership School First Sergeant:**

   **Dates:** 20 June – 5 July (20th and 5th are travel days)

   **Description:** The ALS YM/1stSgt reports to the ALS YM/SgtMaj and is responsible for the mentorship and conduct of the ALS YM Staff.

   **Awards:** Young Marine Staff ribbon with Gold Frame, Young Marine First Sergeant Ribbon with Gold Frame

   **Qualifications:**

   Minimum Rank: YM/MGySgt (on or before 1 December 2019)

   PFT Classification: 2nd Class PFT without modified events

   **Others:**

   a. Advanced Leadership School graduate

   b. Project Alert Instructor Certification on or before 1 December 2019

   c. Must have staffed a leadership school on the national or local level

   d. Community Service ribbon with two stars

   e. Attendance ribbon

   f. Academic Achievement ribbon

   g. DEA device

   h. Up to date on DDR

   **Duties and Responsibilities:**
a. Disseminate information to Young Marines regarding policies and critical information needed for a successful academy.

b. Report to ALS YM/SgtMaj status of matters pertaining to the efficient operation of the school.

c. Mentor Young Marines to improve general effectiveness of Leadership School.

d. Ensure supervision of clerical and administrative matters pertaining to training functions and evolution of school in garrison and field.

e. Manage Leadership Evaluation Form System (LEFS)

f. Ensure all paperwork is turned in nightly.

g. Ensure morale of school has met expectations of ALS Director.

h. Manage and supervise gear check-out by maintaining a log.

i. Assume other duties designated by ALS YM/SgtMaj.

4. **Advanced Leadership School Training Chief:**

   **Dates:** 20 June – 5 July (20th and 5th are travel days)

   **Description:** The ALS Training Chief reports to the ALS YM/1stSgt and provides mentorship, guidance, and support to the ALS Education and Physical Training Chiefs.

   **Awards:** Young Marine Staff ribbon with Gold Frame

   Applicant must be familiar with Close Order Drill, Drug Demand Reduction, as well as Advanced, Senior, Junior, and Basic Guidebooks. Applicant must demonstrate a systematic approach in carrying out assignments. Applicant must be able to make flexible plans to meet changing opportunities. Applicant must demonstrate excellent oral presentation skills.

   **Qualifications:**

   Minimum Rank: YM/MGySgt (on or before 1 December 2019)

   PFT Classification: 1st Class PFT without modified events

   **Others:**

   a. Advanced Leadership School graduate

   b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. DEA device
h. Up to date on DDR

**Duties and Responsibilities:**

a. Ensure all Operational Risk Management (ORM) forms are turned in on time.

b. Ensure Academy Director and YM/SgtMaj are briefed about events of the day every morning.

c. Ensure proper instruction of all Leadership Schools by performing and supervising presentations.

d. Ensure proper implementation and safety of all training events.

5. **Advanced Leadership School Education Training Chief:**

**Dates:** 20 June – 5 July (20th and 5th are travel days)

**Description:** The ALS Education Training Chief reports to the ALS Training Chief, works directly with the HQYM Education Manager, and partners with the ALS Physical Training Chief to execute the training plan for ALS.

**Awards:** Young Marine Staff ribbon with Gold Frame

**Qualifications:**

Minimum Rank: YM/MGySgt (on or before 1 December 2019)

PFT Classification: 2nd Class PFT without modified events

**Others:**

a. Advanced Leadership School graduate

b. Project Alert Instructor Certification by 1 December 2019

c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. DEA device
h. Up to date on DDR

**Duties and Responsibilities:**
a. Set-up all educational events prior to students’ arrival.
b. Ensure students understand the information being presented.
c. Ensure all training areas are set up prior to students arriving.
d. Assist Training Chief in all duties.
e. Ensure proper instruction of all students.
f. Ensure proper implementation of all educational events.
g. Ensure safety of all students.
h. Provide after action reports for each class.
i. Be proactive in briefing staff on upcoming courses of next training day.

6. **Advanced Leadership School Physical Training Chief:**

**Dates:** 20 June – 5 July (20th and 5th are travel days)

**Description:** The ALS Physical Training Chief reports to the ALS Training Chief and partners with the ALS Education Training Chief to execute the training plan for ALS.

**Awards:** Young Marine Staff ribbon with Gold Frame

**Qualifications:**

Minimum Rank: YM/MGySgt (on or before 1 December 2019)

PFT Classification: 1st Class PFT without modified events
Others:

a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. DEA device
h. Up to date on DDR

Duties and Responsibilities:

a. Set-up all training events prior to students' arrival.
b. Ensure students understand the information being presented.
c. Ensure all training areas are set up prior to students arriving.
d. Ensure all Students have turned in all PFT scores.
e. Assist Academy Training Chief in all duties.
f. Ensure proper instruction of all students.
g. Ensure proper implementation of all training events.
h. Ensure safety of all students.
i. Provide Operational Risk Management (ORM) forms for each event.
j. Provides AAR for PFT/ physical events.
k. Be proactive in briefing staff on upcoming inclement weather that may affect training.
l. Will oversee PFTs, Physical Fitness activities, Land Navigation, Drill, and Uniforms and all evaluations pertaining.
7. **Advanced Leadership School Admin Chief:**

**Dates:** 20 June – 5 July (20th and 5th are travel days)

**Description:** The ALS Admin Chief reports to the ALS YM/1stSgt, works with the ALS Adjutant, and partners with the ALS Mentorship Evaluation Chief to execute the administrative duties pertaining to ALS.

**Awards:** Young Marine Staff ribbon with Gold Frame

**Qualifications:**
- Minimum Rank: YM/MGySgt (on or before 1 December 2019)
- PFT Classification: 2nd Class PFT without modified events

**Others:**
- a. Advanced Leadership School graduate
- b. Project Alert Instructor Certification by 1 December 2019
- c. Must have staffed a leadership school on the national or local level
- d. Community Service ribbon with two stars
- e. Attendance ribbon
- f. Academic Achievement ribbon
- g. DEA device
- h. Up to date on DDR

**Duties and Responsibilities:**
- a. Prepare, disseminate, and collect all workbooks, assessments, and evaluations.
- b. Ensures all After Action Reports will be turned in for all educational and training events.
- c. Ensure Academy Director and YM/SgtMaj are briefed about events of the day every morning.
- d. Ensure proper instruction of all Leadership Schools by performing and supervising presentations.
8. **Advanced Leadership School Mentorship Evaluation Chief:**

   **Dates:** 20 June – 5 July (20th and 5th are travel days)

   **Description:** The ALS Mentorship Evaluation Chief reports to the ALS YM/1stSgt, works with the ALS Adjutant, and partners with the ALS Admin Chief to execute the administrative duties pertaining to ALS.

   **Awards:** Young Marine Staff ribbon with Gold Frame

   **Qualifications:**
   - Minimum Rank: YM/MGySgt (on or before 1 December 2019)
   - PFT Classification: 2nd Class PFT without modified events

   **Others:**
   - a. Advanced Leadership School graduate
   - b. Project Alert Instructor Certification by 1 December 2019
   - c. Must have staffed a leadership school on the national or local level
   - d. Community Service ribbon with two stars
   - e. Attendance ribbon
   - f. Academic Achievement ribbon
   - g. DEA device
   - h. Up to date on DDR

   **Duties and Responsibilities:**
   - a. Makes sure all LEFs are quantitative, complete, and accurate.
   - b. Ensures mentorship groups are ran smooth and consistent.

9. **Senior Leadership School Sergeant Major:**

   **Dates:** 20 June – 5 July (20th and 5th are travel days)
Description: The SLS YM/SgtMaj works with the Academy YM/SgtMaj and reports directly to the SLS Director. The SLS YM/SgtMaj is responsible for the overall execution of SLS and the Young Marines who make up the YM SLS Staff.

Note: Outgoing seniors can apply for this billet.

Awards: Young Marine Staff ribbon with Gold Frame, Young Marine Sergeant Major Ribbon with Gold Frame

Qualifications:

Minimum Rank: YM/MGySgt (on or before 1 December 2019)

PFT Classification: 3rd Class PFT without modified events

Others:

a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. DEA device
h. Up to date on DDR

Duties and Responsibilities:

a. Ensure the physical, mental, and emotional welfare of students are met with proper standards set forth by the SLS Director.

b. Report any incidents or altercations of hazing, maltreatment, and any other incidents to the SLS Director.

c. Ensure morale of students and subordinates remains high and facilitates motivation enhancements.

d. Ensure all Young Marines Staff understand duties and responsibilities.

e. Ensure proper implementation of all training, testing, and scheduling of School.

f. Ensure all paperwork and scores are turned in nightly.
**Senior Leadership School First Sergeant:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The SLS YM/1stSgt reports to the SLS YM/SgtMaj and is responsible for the mentorship and conduct of the SLS YM Staff.

**Awards:** Young Marine Staff ribbon with Gold Frame, Young Marine First Sergeant Ribbon with Gold Frame

**Qualifications:**
Minimum Rank: YM/MSgt (on or before 1 December 2019)

PFT Classification: 2nd Class PFT without modified events

**Others:**

a. Advanced Leadership School graduate

b. Project Alert Instructor Certification by 1 December 2019

c. Must have staffed a leadership school on the national or local level

d. Community Service ribbon with two stars

e. Attendance ribbon

f. Academic Achievement ribbon

g. DEA device

h. Up to date on DDR

**Duties and Responsibilities:**

a. Disseminate information to Young Marines regarding policies and critical information needed for a successful academy.

b. Report to SLS YM/SgtMaj status of matters pertaining to the efficient operation of the school.

c. Mentor Young Marines to improve general effectiveness of Leadership School.

d. Ensure supervision of clerical and administrative matters pertaining to training functions and evolution of school in garrison and field.

e. Manage Leadership Evaluation Form System (LEFS)
f. Ensure all paperwork is turned in nightly.

g. Ensure morale of school has met expectations of SLS Director.

h. Manage and supervise gear check-out by maintaining a log.

i. Assume other duties designated by SLS YM/SgtMaj.

10. **Senior Leadership School Training Chief:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The SLS Training Chief reports to the SLS YM/1stSgt and provides mentorship, guidance, and support to the SLS Education and Physical Training Chiefs.

**Awards:** Young Marine Staff ribbon with Gold Frame

Applicant must be familiar with Close Order Drill, Drug Demand Reduction, as well as Advanced, Senior, Junior, and Basic Guidebooks. Applicant must demonstrate a systematic approach in carrying out assignments. Applicant must be able to make flexible plans to meet changing opportunities. Applicant must demonstrate excellent oral presentation skills.

**Qualifications:**

Minimum Rank: YM/MSgt (on or before 1 December 2019)

PFT Classification: 1st Class PFT without modified events

**Others:**

a. Advanced Leadership School graduate

b. Project Alert Instructor Certification by 1 December 2019

c. Must have staffed a leadership school on the national or local level

d. Community Service ribbon with two stars

e. Attendance ribbon

f. Academic Achievement ribbon

g. DEA device

h. Up to date on DDR

**Duties and Responsibilities:**

a. Ensure all Operational Risk Management (ORM) forms are turned in on time.
b. Ensure Academy Director and YM/SgtMaj are briefed about events of the day every morning.

c. Ensure proper instruction of all Leadership Schools by performing and supervising presentations.

d. Ensure proper implementation and safety of all training events.

11. **Senior Leadership School Education Training Chief:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The SLS Education Training Chief reports to the SLS Training Chief, works directly with the HQYM Education Manager, and partners with the SLS Physical Training Chief to execute the training plan for SLS.

**Awards:** Young Marine Staff ribbon with Gold Frame

**Qualifications:**

Minimum Rank: YM/MGySgt (on or before 1 December 2019)

PFT Classification: 2nd Class PFT without modified events

**Others:**

a. Advanced Leadership School graduate

b. Project Alert Instructor Certification by 1 December 2019

c. Must have staffed a leadership school on the national or local level

d. Community Service ribbon with two stars

e. Attendance ribbon

f. Academic Achievement ribbon

g. DEA device

h. Up to date on DDR

**Duties and Responsibilities:**

a. Set-up all educational events prior to students’ arrival.

b. Ensure students understand the information being presented.
c. Ensure all training areas are set up prior to students arriving.

d. Assist Training Chief in all duties.

e. Ensure proper instruction of all students.

f. Ensure proper implementation of all educational events.

g. Ensure safety of all students.

h. Provide after action reports for each class.

i. Be proactive in briefing staff on upcoming courses of next training day.

12. **Senior Leadership School Physical Training Chief:**

   **Dates:** 27 June – 5 July (27th and 5th are travel days)

   **Description:** The SLS Physical Training Chief reports to the SLS Training Chief and partners with the SLS Education Training Chief to execute the training plan for SLS.

   **Awards:** Young Marine Staff ribbon with Gold Frame

   **Qualifications:**
   - Minimum Rank: YM/MSgt (on or before 1 December 2019)
   - PFT Classification: 2nd Class PFT without modified events

   **Others:**
   - a. Advanced Leadership School graduate
   - b. Project Alert Instructor Certification by 1 December 2019
   - c. Must have staffed a leadership school on the national or local level
   - d. Community Service ribbon with two stars
   - e. Attendance ribbon
   - f. Academic Achievement ribbon
   - g. DEA device
   - h. Up to date on DDR
**Duties and Responsibilities:**

a. Set-up all training events prior to students' arrival.

b. Ensure students understand the information being presented.

c. Ensure all training areas are set up prior to students arriving.

d. Ensure all Students have turned in all PFT scores.

e. Assist Academy Training Chief in all duties.

f. Ensure proper instruction of all students.

g. Ensure proper implementation of all training events.

h. Ensure safety of all students.

i. Provide Operational Risk Management (ORM) forms for each event.

j. Provides AAR for PFT/ physical events.

k. Be proactive in briefing staff on upcoming inclement weather that may affect training.

l. Will oversee PFTs, Physical Fitness activities, Land Navigation, Drill, and Uniforms and all evaluations pertaining.

13. **Senior Leadership School Admin Chief:**

   **Dates:** 27 June – 5 July (27th and 5th are travel days)

   **Description:** The SLS Admin Chief reports to the SLS YM/1stSgt, works with the SLS Adjutant, and partners with the SLS Mentorship Evaluation Chief to execute the administrative duties pertaining to SLS.

   **Awards:** Young Marine Staff ribbon with Gold Frame

   **Qualifications:**

   Minimum Rank: YM/MGySgt (on or before 1 December 2019)

   PFT Classification: 2nd Class PFT without modified events

   **Others:**

   a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. DEA device
h. Up to date on DDR

Duties and Responsibilities:

a. Prepare, disseminate, and collect all workbooks, assessments, and evaluations.

b. Ensures all After Action Reports will be turned in for all educational and training events.

c. Ensure Academy Director and YM/SgtMaj are briefed about events of the day every morning.

d. Ensure proper instruction of all Leadership Schools by performing and supervising presentations.

14. Senior Leadership School Mentorship Evaluation Chief:

Dates: 27 June – 5 July (27th and 5th are travel days)

Description: The SLS Mentorship Evaluation Chief reports to the SLS YM/1stSgt, works with the SLS Adjutant, and partners with the SLS Admin Chief to execute the administrative duties pertaining to SLS.

Awards: Young Marine Staff ribbon with Gold Frame

Qualifications:

Minimum Rank: YM/MSgt (on or before 1 December 2019)

PFT Classification: 2nd Class PFT without modified events

Others:

a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level

d. Community Service ribbon with two stars

e. Attendance ribbon

f. Academic Achievement ribbon

g. DEA device

h. Up to date on DDR

**Duties and Responsibilities:**

a. Makes sure all LEFs are quantitative, complete, and accurate.

b. Ensures mentorship groups are ran smooth and consistent.

15. **Junior Leadership School Sergeant Major:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The JLS YM/SgtMaj works with the Academy YM/SgtMaj and reports directly to the JLS Director. The JLS YM/SgtMaj is responsible for the overall execution of JLS and the Young Marines who make up the YM JLS Staff.

**Note:** Outgoing seniors can apply for this billet.

**Awards:** Young Marine Staff ribbon with Gold Frame, Young Marine Sergeant Major ribbon with Gold Frame

**Qualifications:**

Minimum Rank: YM/MGySgt (on or before 1 December 2019)

PFT Classification: 2nd Class PFT without modified events

**Others:**

a. Advanced Leadership School graduate

b. Project Alert Instructor Certification by 1 December 2019

c. Must have staffed a leadership school on the national or local level

d. Community Service ribbon with two stars

e. Attendance ribbon
f. Academic Achievement ribbon

g. DEA Device

h. Up to date on DDR

Duties and Responsibilities:

a. Ensure the physical, mental, and emotional welfare of students are met with proper standards set forth by the JLS Director.

b. Report any incidents or altercations of hazing, maltreatment, and any other incidents to the JLS Director.

c. Ensure morale of students and subordinates remains high and facilitates motivation enhancements.

d. Ensure all Young Marines Staff understand duties and responsibilities.

e. Ensure proper implementation of all training, testing, and scheduling of School.

f. Ensure all paperwork and scores are turned in nightly

16. Junior Leadership School First Sergeant:

Dates: 27 June – 5 July (27th and 5th are travel days)

Description: The JLS YM/1stSgt reports to the JLS YM/SgtMaj and is responsible for the mentorship and conduct of the JLS YM Staff.

Awards: Young Marine Staff ribbon with Gold Frame, Young Marine First Sergeant ribbon with Gold Frame

Qualifications:
Minimum Rank: YM/GySgt (on or before 1 December 2019)
PFT Classification: 2nd Class PFT without modified events

Others:

a. Advanced Leadership School graduate

b. Project Alert Instructor Certification by 1 December 2019

c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars

e. Attendance ribbon

f. Academic Achievement ribbon

g. DEA device

h. Up to date on DDR

**Duties and Responsibilities:**

a. Disseminate information to Young Marines regarding policies and critical information needed for a successful academy.

b. Report to JLS YM/SgtMaj status of matters pertaining to the efficient operation of the school.

c. Mentor Young Marines to improve general effectiveness of Leadership School.

d. Ensure supervision of clerical and administrative matters pertaining to training functions and evolution of school in garrison and field.

e. Manage Leadership Evaluation Form System (LEFS)

f. Ensure all paperwork is turned in nightly.

g. Ensure morale of school has met expectations of JLS Director.

h. Manage and supervise gear check-out by maintaining a log.

i. Assume other duties designated by JLS YM/SgtMaj.

17. **Junior Leadership School Training Chief:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The JLS Training Chief reports to the JLS YM/1stSgt and provides mentorship, guidance, and support to the JLS Education and Physical Training Chiefs.

**Awards:** Young Marine Staff ribbon with Gold Frame

Applicant must be familiar with Close Order Drill, Drug Demand Reduction, as well as Advanced, Senior, Junior, and Basic Guidebooks. Applicant must demonstrate a systematic approach in carrying out assignments. Applicant must be able to make flexible plans to meet changing opportunities. Applicant must demonstrate excellent oral presentation skills.

**Qualifications:**
Minimum Rank: YM/GySgt (on or before 1 December 2019)

PFT Classification: 1st Class PFT without modified events

Others:

a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. Up to date on DDR

Duties and Responsibilities:

a. Ensure all Operational Risk Management (ORM) forms are turned in on time.
b. Ensure Academy Director and YM/SgtMaj are briefed about events of the day every morning.
c. Ensure proper instruction of all Leadership Schools by performing and supervising presentations.
d. Ensure proper implementation and safety of all training events.

18. Senior Leadership School Education Training Chief:

Dates: 27 June – 5 July (27th and 5th are travel days)

Description: The JLS Education Training Chief reports to the JLS Training Chief, works directly with the HQYM Education Manager, and partners with the JLS Physical Training Chief to execute the training plan for JLS.

Awards: Young Marine Staff ribbon with Gold Frame

Qualifications:

Minimum Rank: YM/GySgt (on or before 1 December 2019)
PFT Classification: 2nd Class PFT without modified events
Others:

a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffers a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. Up to date on DDR

Duties and Responsibilities:

a. Set-up all educational events prior to students’ arrival.
b. Ensure students understand the information being presented.
c. Ensure all training areas are set up prior to students arriving.
d. Assist Training Chief in all duties.
e. Ensure proper instruction of all students.
f. Ensure proper implementation of all educational events.
g. Ensure safety of all students.
h. Provide after action reports for each class
i. Be proactive in briefing staff on upcoming courses of next training day

19. Junior Leadership School Physical Training Chief:

Dates: 27 June – 5 July (27th and 5th are travel days)

Description: The JLS Physical Training Chief reports to the JLS Training Chief and partners with the JLS Education Training Chief to execute the training plan for JLS.

Awards: Young Marine Staff ribbon with Gold Frame

Qualifications:
Minimum Rank: YM/GySgt (on or before 1 December 2019)

PFT Classification: 1st Class PFT without modified events

**Others:**

a. Advanced Leadership School graduate
b. Project Alert Instructor Certification by 1 December 2019
c. Must have staffed a leadership school on the national or local level
d. Community Service ribbon with two stars
e. Attendance ribbon
f. Academic Achievement ribbon
g. DEA device
h. Up to date on DDR

**Duties and Responsibilities:**

a. Set-up all training events prior to students' arrival.
b. Ensure students understand the information being presented.
c. Ensure all training areas are set up prior to students arriving.
d. Ensure all Students have turned in all PFT scores.
e. Assist Academy Training Chief in all duties.
f. Ensure proper instruction of all students.
g. Ensure proper implementation of all training events.
h. Ensure safety of all students.
i. Provide Operational Risk Management (ORM) forms for each event.
j. Provides AAR for PFT/ physical events
k. Be proactive in briefing staff on upcoming inclement weather that may affect training.
l. Will oversee PFTs, Physical Fitness activities, Land Navigation, Drill, and Uniforms and all evaluations pertaining.
20. **Junior Leadership School Admin Chief:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The JLS Admin Chief reports to the JLS YM/1stSgt, works with the JLS Adjutant, and partners with the JLS Mentorship Evaluation Chief to execute the administrative duties pertaining to JLS.

**Awards:** Young Marine Staff ribbon with Gold Frame

**Qualifications:**
- Minimum Rank: YM/GySgt (on or before 1 December 2019)
- PFT Classification: 2nd Class PFT without modified events

**Others:**
- Advanced Leadership School graduate
- Project Alert Instructor Certification by 1 December 2019
- Must have staffed a leadership school on the national or local level
- Community Service ribbon with two stars
- Attendance ribbon
- Academic Achievement ribbon
- Up to date on DDR

**Duties and Responsibilities:**
- Prepare, disseminate, and collect all workbooks, assessments, and evaluations
- Ensures all After Action Reports will be turned in for all educational and training events
- Ensure Academy Director and YM/SgtMaj are briefed about events of the day every morning.
- Ensure proper instruction of all Leadership Schools by performing and supervising presentations.
21. **Junior Leadership School Mentorship Evaluation Chief:**

**Dates:** 27 June – 5 July (27th and 5th are travel days)

**Description:** The JLS Mentorship Evaluation Chief reports to the JLS YM/1stSgt, works with the JLS Adjutant, and partners with the JLS Admin Chief to execute the administrative duties pertaining to JLS.

**Awards:** Young Marine Staff ribbon with Gold Frame

**Qualifications:**
- Minimum Rank: YM/GySgt (on or before 1 December 2019)
- PFT Classification: 2nd Class PFT without modified events

**Others:**
- Advanced Leadership School graduate
- Project Alert Instructor Certification by 1 December 2019
- Must have staffed a leadership school on the national or local level
- Community Service ribbon with two stars
- Attendance ribbon
- Academic Achievement ribbon
- Up to date on DDR

**Duties and Responsibilities:**
- Makes sure all LEFs are quantitative, complete, and accurate
- Ensures mentorship groups are ran smooth and consistent
## Gear list for all positions below.
### Academy YM Staff Gear List

This list is minimum clothing and equipment needed for this school. Adding to list is left to YM, parent or guardian; however particular attention must be paid to the restrictions listed at the end of the page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male/Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Green military-style seabag (a garment bag may be used for uniforms)</td>
</tr>
<tr>
<td>2 sets</td>
<td>Camouflage Uniform (serviceable including ribbons, complete patches, and nametapes)</td>
</tr>
<tr>
<td>1 set</td>
<td>Charlie Uniform (Males bring shirt stays) (Females MUST wear trousers and corframs, NO HEELS)</td>
</tr>
<tr>
<td>1</td>
<td>Pillow – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Sleeping bag OR (1) pillowcase, (2) flat sheets, AND (1) large blanket</td>
</tr>
<tr>
<td>12 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>6</td>
<td>Bras (recommended regular and sports bras)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Conservative khaki shorts (tan)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Khaki pants (tan)</td>
</tr>
<tr>
<td>4</td>
<td>Polo shirts (2 – white and 2 – red)</td>
</tr>
<tr>
<td>2</td>
<td>Red Young Marine National t-shirts</td>
</tr>
<tr>
<td>2</td>
<td>Unit t-shirt (Note: YMs often trade a unit t-shirt)</td>
</tr>
<tr>
<td>2</td>
<td>White crew neck t-shirts</td>
</tr>
<tr>
<td>5</td>
<td>Navy blue crew neck t-shirts</td>
</tr>
<tr>
<td>4</td>
<td>Black P.T. shorts</td>
</tr>
<tr>
<td>2</td>
<td>Light grey sweatshirt (Try purchasing on Amazon if purchasing out of season.)</td>
</tr>
<tr>
<td>2</td>
<td>Light grey sweatpants (Try purchasing on Amazon if purchasing out of season.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes</td>
</tr>
<tr>
<td>12 pair</td>
<td>Black or green socks</td>
</tr>
<tr>
<td>12 pair</td>
<td>White socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels and wash cloths</td>
</tr>
<tr>
<td>1</td>
<td>Conservative bathing suit (Females – one-piece)</td>
</tr>
<tr>
<td>1</td>
<td>Beach towel</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes-<strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Notebook with pencil, pen, and highlighter</td>
</tr>
<tr>
<td>1</td>
<td>Young Marine Advanced, Senior, and Junior Guidebooks</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (<strong>with spare key</strong>) (<strong>combo written down to be turned in</strong>)</td>
</tr>
<tr>
<td>1</td>
<td>Boot polishing kit (if needed)</td>
</tr>
<tr>
<td>1</td>
<td>Phone Card or cell phone for airport use only (phones will be collected at check-in.)</td>
</tr>
</tbody>
</table>

**Miscellaneous items suggested but not required, i.e., disposable cameras, playing cards, spending money (not more than $100.00) a prepaid card is recommended.**

**Medication**

Must be in an original prescription container with explicit directions for dosage. (If YM does not have original container for each prescription, they will be sent home at the parent’s expense.)
Adult Volunteer Staff

1. **Advanced Leadership School Adjutant:**

   Dates: 20 June – 5 July (20th and 5th are travel days)

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Responsible for all documentation pertaining to ALS. This individual will receive all completed documentation from the ALS Director, verify its accuracy, and prepare it for data entry with the Director of Administration. This individual will work with the ALS Admin Chief and associated Young Marine Staff, providing mentorship and guidance where needed. This individual will also assist the Director of Administration in all matters pertaining to ALS.

   **Duties and Responsibilities:**
   a. Work directly with admin director.
   b. Will collect all completed paperwork from director and bring to director of admin
   c. Will assist with check in process
   d. Other duties as assigned by the director of admin
   e. Other duties as assigned by school director

2. **Advanced Leadership School Training Staff:**

   Dates: 20 June – 5 July (20th and 5th are travel days)

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Oversees all training evolutions pertaining to ALS, both inside and outside of the classroom. This individual will work with the ALS Training Chief and associated Young Marine Staff, providing support, mentorship, and guidance where needed. Will assist the ALS Director in all matters pertaining to ALS training.

   **Duties and Responsibilities:**
   a. Will coordinate with education manager
   b. Complete instructor evaluations for all educational program given
   c. Ensures all training events have materials needed set up before event
d. Supervise the ORM process and provide assistance to the YM Staff where needed

3. **Advanced Leadership School Logistics Staff:**

Dates: 20 June – 5 July (20th and 5th are travel days)

Minimum age: 21 years old (at start of event)

Minimum TIP: One year on or before 1 June 2019

**Description:**
Oversees all logistical matters pertaining to ALS. This individual will work with the YM Staff to ensure radio communications and audio/visual assets are operational, fire watch and duty schedules are complete, and provide support, mentorship, and guidance where needed. Will assist the ALS Director in all logistical matters pertaining to ALS.

**Duties and Responsibilities:**

a. Communications coordinator and audio video

b. Assist with academy pack-up and unpacking

c. Keeps track of supplies

d. Makes sure all bays are sufficiently stocked with essentials

4. **Senior Leadership School Adjutant:**

Dates: 27 June – 5 July (27th and 5th are travel days)

Minimum age: 21 years old (at start of event)

Minimum TIP: One year on or before 1 June 2019

**Description:**
Responsible for all documentation pertaining to SLS. This individual will receive all completed documentation from the SLS Director, verify its accuracy, and prepare it for data entry with the Director of Administration. This individual will assist the Director of Administration in all matters pertaining to SLS.

**Duties and Responsibilities:**

a. Work directly with admin director.

b. Will collect all completed paperwork from director and bring to director of admin

c. Will assist with check in process

d. Other duties as assigned by the director of admin
5. **Senior Leadership School Training Staff:**

   Dates: 27 June – 5 July (27th and 5th are travel days)

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Oversees all training evolutions pertaining to SLS, both inside and outside of the classroom. This individual will work with the SLS Training Chief and associated Young Marine Staff, providing support, mentorship, and guidance where needed. Will assist the SLS Director in all matters pertaining to SLS training.

   **Duties and Responsibilities:**
   a. Will coordinate with education manager
   b. Complete instructor evaluations for all educational program given
   c. Insures all training events have materials needed set up before event
   d. Supervise the ORM process and provide assistance to the YM Staff where needed

6. **Senior Leadership School Logistics Staff:**

   Date: 27 June – 5 July (27th and 5th are travel days)

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Oversees all logistical matters pertaining to SLS. This individual will work with the YM Staff to ensure radio communications and audio/visual assets are operational, fire watch and duty schedules are complete, and provide support, mentorship, and guidance where needed. Will assist the SLS Director in all logistical matters pertaining to SLS.

   **Duties and Responsibilities:**
   a. Communications coordinator and audio video
   b. Assist with academy pack-up and unpacking
   c. Keeps track of supplies
   d. Makes sure all bays are sufficiently stocked with essentials
7. **Senior Leadership School Platoon Leader:**

   Dates: 27 June – 5 July (27th and 5th are travel days)

   Staff Required: Five

   Minimum age: 25 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Provides support, mentorship, and guidance to the SLS Platoon assigned. These individuals will work directly with the YM Staff and YM Students. These individuals will accompany their respective platoons in all training evolutions, therefore must be able to actively participate in the following: PFT, daily PT sessions, Obstacle Course, and Land Navigation. These individuals will also be required, when necessary, to provide guidance during the following evolutions: Drill, Land Navigation, and Team Building.

   **Duties and Responsibilities:**
   a. They serve as the official authority and mentor to the Platoon Sergeant for all matters pertaining to the platoon.
   b. Platoon Leaders attend all meetings called by the School Director and pass down to their respective Platoon Sergeants when needed.
   c. Platoon Leaders oversee and fill out all evaluations for their platoons required.
   d. Platoon Leaders mentor and advise their platoon when appropriate.
   e. Platoon Leaders supervise all activities of their platoons.

8. **Junior Leadership School Adjutant:**

   Dates: 27 June – 5 July (27th and 5th are travel days)

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Responsible for all documentation pertaining to JLS. This individual will receive all completed documentation from the JLS Director, verify its accuracy, and prepare it for data entry with the Director of Administration. This individual will assist the Director of Administration in all matters pertaining to JLS.

   **Duties and Responsibilities:**
   a. Work directly with admin director.
b. Will collect all completed paperwork from director and bring to director of admin

c. Will assist with check in process

d. Other duties as assigned by the director of admin

e. Other duties as assigned by school director

9. **Junior Leadership School Training Staff:**

   Dates: 27 June – 5 July (27th and 5th are travel days)

   Minimum age: 21 years old (at start of event)

   Minimum TIP: One year on or before 1 June 2019

   **Description:**
   Oversees all training evolutions pertaining to JLS, both inside and outside of the classroom. This individual will work with the JLS Training Chief and associated Young Marine Staff, providing support, mentorship, and guidance where needed. Will assist the JLS Director in all matters pertaining to JLS training.

   **Duties and Responsibilities:**

   a. Will coordinate with education manager

   b. Complete instructor evaluations for all educational program given

   c. Insures all training events have materials needed set up before event

   d. Supervise the ORM process and provide assistance to the YM Staff where needed

10. **Junior Leadership School Logistics Staff:**

    Date: 27 June – 5 July (27th and 5th are travel days)

    Minimum age: 21 years old (at start of event)

    Minimum TIP: One year on or before 1 June 2019

    **Description**
    Oversees all logistical matters pertaining to JLS. This individual will work with the YM Staff to ensure radio communications and audio/visual assets are operational, fire watch and duty schedules are complete, and provide support, mentorship, and guidance where needed. Will assist the JLS Director in all logistical matters pertaining to JLS.

    **Duties and Responsibilities:**

    a. Communications coordinator and audio video
b. Assist with academy pack-up and unpacking

c. Keeps track of supplies

d. Makes sure all bays are sufficiently stocked with essentials

11. Junior Leadership School Platoon Leader:

Dates: 27 June – 5 July (27th and 5th are travel days)

Staff Required: Five

Minimum age: 25 years old (at start of event)

Minimum TIP: One year on or before 1 June 2019

Description:
Provides support, mentorship, and guidance to the JLS Platoon assigned. These individuals will work directly with the YM Staff and YM Students. These individuals will accompany their respective platoons in all training evolutions, therefore must be able to actively participate in the following: PFT, daily PT sessions, Obstacle Course, and Land Navigation. These individuals will also be required, when necessary, to provide guidance during the following evolutions: Drill, Land Navigation, and Team Building.

Duties and Responsibilities:

a. They serve as the official authority and mentor to the Platoon Sergeant for all matters pertaining to the platoon.

b. Platoon Leaders attend all meetings called by the School Director and pass down to their respective Platoon Sergeants when needed.

c. Platoon Leaders oversees and fill out all evaluations for their platoons required.

d. Platoon Leaders mentor and advise their platoon when appropriate.

e. Platoon Leaders supervise all activities of their platoons.

Gear list for all positions below.
**Academy Adult Volunteer Gear List**

The list below is minimum clothing and equipment needed for the academy. Adding to list is left to attendee; however particular attention must be paid to restrictions listed at the end of this page.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Male / Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pillow – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Sleeping bag OR (1) pillowcase, (2) flat sheets, AND (1) large blanket</td>
</tr>
<tr>
<td>6 pair</td>
<td>Underwear</td>
</tr>
<tr>
<td>4</td>
<td>Bras (regular and sports bras)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Conservative khaki shorts (tan)</td>
</tr>
<tr>
<td>3 pair</td>
<td>Tactical khaki cargo pants</td>
</tr>
<tr>
<td>3 pair</td>
<td>Khaki pants (tan)</td>
</tr>
<tr>
<td>6</td>
<td>Polo shirts (3 red, 3 black)</td>
</tr>
<tr>
<td>2</td>
<td>YM Black Staff t-shirts</td>
</tr>
<tr>
<td>4</td>
<td>Black P.T. shorts</td>
</tr>
<tr>
<td>1</td>
<td>Plain grey sweatshirt</td>
</tr>
<tr>
<td>1</td>
<td>Plain grey sweatpants</td>
</tr>
<tr>
<td>1 pair</td>
<td>Running shoes</td>
</tr>
<tr>
<td>1</td>
<td>Black cargo belt</td>
</tr>
<tr>
<td>1 pair</td>
<td>Black boots</td>
</tr>
<tr>
<td>6 pair</td>
<td>White socks</td>
</tr>
<tr>
<td>1</td>
<td>Sunblock/screen (SPF 30 or higher)</td>
</tr>
<tr>
<td>1</td>
<td>Flashlight with extra batteries</td>
</tr>
<tr>
<td>1</td>
<td>Insect repellant</td>
</tr>
<tr>
<td>2</td>
<td>Towels and wash cloths</td>
</tr>
<tr>
<td>1</td>
<td>50 oz. Hydration system (Camelback or similar) – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Personal hygiene items (toothbrush, toothpaste, soap, hairbrush and/or comb, deodorant, lotion, shampoo, mesh laundry bag, feminine hygiene products, hair bands, etc.)</td>
</tr>
<tr>
<td>1 pair</td>
<td>Shower shoes – <strong>REQUIRED</strong></td>
</tr>
<tr>
<td>1 set</td>
<td>Notebook with pencil, pen, and highlighter.</td>
</tr>
<tr>
<td>2</td>
<td>Combination or key locks (With spare key)</td>
</tr>
<tr>
<td>1</td>
<td>Boot polishing kit (if needed)</td>
</tr>
<tr>
<td>1</td>
<td>Cell phone</td>
</tr>
</tbody>
</table>

Miscellaneous items suggested but not required: i.e., cameras, playing cards, spending money

**Medication**

Must be in original prescription container with explicit directions for dosage