

**SQUADRON ADMINISTRATION
THE CIVILIAN INSTRUCTOR'S DUTIES**

1. The Air Training Corps aims to give sound and useful training to cadets that will help them in later life. The bulk of this work falls to the Civilian Instructor (CI). CIs are men and women who are often unable to give the time to become officers or Warrant Officers but who are prepared and able to instruct in their own particular skills, for which the Corps is ever grateful. Particularly fortunate are the squadrons located near airfields or sections of the aviation industry, where skilled instruction in this essential part of the syllabus is available through the services of experts in aviation matters.
2. CIs with instructional skills, e.g. school teachers, may learn the aviation subjects and instruct in those too. They can also do much to impart their skills through Project Training in the syllabus. Thus, although they may not be involved in squadron administration, the squadron must help them all it can by absorbing them into the training programme and by providing them with all the training aids that can be devised so that maximum use may be made of their skills. There is much that Staff Cadets can learn and do in this field.