

## **Terms of Reference**

### **The Canadian Airborne Forces Association**

#### **Airborne Soldier of the Year Award**

##### **Introduction**

The Canadian Airborne Forces Association (CAFA) as the umbrella organization for Canada's Airborne Brotherhood has instituted an Airborne Soldier of the Year Award. This award, presented annually, will recognize the soldier who best demonstrates the attributes expected of the modern paratrooper. The award will consist of a trophy donated by the 1<sup>st</sup> Canadian Parachute Battalion Association (to be permanently held by CAFA and normally displayed at the Canadian Forces Land Advanced Warfare Centre) and a plaque and a five-year membership to CAFA to be presented to and retained by the deserving soldier. The soldier will be honoured and the presentations made during the dinner held in conjunction with the CAFA annual General Meeting in the Spring of each year.

##### **Criteria**

In order to be considered as a candidate for the Airborne Soldier of the Year Award the individual must have served one full year in an authorized parachute position and must be in the rank of Private, Corporal or Master Corporal. The nomination should be based first and foremost on merit with the overall performance and professionalism of the soldier in the year leading up to the nomination to be of prime importance. Specific acts or deeds to support the recommendation are encouraged. Emphasis is to be placed on those attributes that are important but not necessarily unique to an airborne soldier with the following being provided as a general guide:

- Parachuting Skills;
- Skill at Arms;
- Fitness;
- Team Player;
- Aggressiveness;
- Leadership;
- Willingness, and
- Readiness.

##### **Narrative**

The narrative nominating the individual is not to be anymore than one page in length with no other supporting documentation allowed. This is meant to be a very simple process with the aim being to have nominees who truly represent the best of the best. The format for the nominations is to be in four paragraphs as follows:

- Introduce the soldier;
- A short career summary to include highlights and past operational tours;
- A description of the soldier's performance over the past year with emphasis on the criteria above (the selection will be for the most part based on the information provided in this paragraph); and
- A conclusion to reinforce why the soldier is deserving of the award.

## **Process**

The Director of Infantry (DInf) will orchestrate the nomination process and CAFA will conduct the selection process with the following annual milestones to be met:

- November/December calls for nominations go out to the units from DInf;
- January/February units consider candidates for nomination and submit their proposal to CAFA by end February;
- During March/early April CAFA completes the selection process and advises DInf who will advise the units of the final selection; and
- Late April/early May the deserving soldier attends the CAFA Annual General Meeting and is presented with his/her awards.

Units may submit only one nomination for the award with the units eligible to do so being:

- Parachute Company 3 RCR;
- Parachute Company 3 R22eR;
- Parachute Company 3 PPCLI;
- Parachute Company QOR of C; and
- Canadian Forces Land Advanced Warfare Centre.

## **Conclusion**

The personal and professional attributes of the paratrooper are noted in history. Risks faced in training and in combat are exasperated by parachute operations that engender a higher level of bonding and cohesiveness. This bonding of "...that few...that band of brothers..." crosses both generational and national boundaries. The bringing together of the Canadian Airborne family of today with the Canadian Airborne families of our WW II and our post WW II eras can only improve on the close bonding that is so important to the success of modern military forces.

The purpose of establishing the Airborne Soldier of the Year Award is to foster more permanent links between today's serving airborne community and those who have served in an active parachuting role in the past. It is anticipated that the significance and importance of the trophy kindly donated by the 1<sup>st</sup> Canadian Parachute Battalion Association will increase over time. It will serve to honour both those who have gone before and those who continue to represent and carry the spirit of the Airborne Brotherhood into the future.

The importance of the cooperation of the serving chain of command in the units noted above and of DInf in making this award programme a success is recognized and appreciated. It is

hoped that once implemented the deserving airborne soldier award will become a very competitive annual event between the parachuting units and sub units that remain in the Canadian Army's Order of Battle.