

# 香港航空青年團

## HONG KONG AIR CADET CORPS

### AVIATION EDUCATION WING

#### MEMO

From : OC AE Wg  
Ref : (3a) in AE/GEN  
Date : 30 March 2013

To : All OC Units  
Cc : All Major OC Units

### **Civil Aviation Department Education Path**

#### **Recruitment of Tour Guide Volunteers**

#### **[Deadline Extended]**

The Civil Aviation Department (CAD) Education Path aims at providing an engaging visitor experience that showcases the functions and visions of the CAD as well as its contribution to Hong Kong's aviation industry. The Education Path is also constructed to reach out to the next generation in enhancing their awareness of aviation professions for the sustainability of future air transport development.

2. CAD is now inviting tour guide volunteers who will be responsible to lead Education Path visitors from HKACC and members of the public. Details are as follows:

<b>Eligibility</b>	HKACC members who are: <ul style="list-style-type: none"><li>● Aged 18 or above;</li><li>● Able to communicate in Cantonese and English;</li><li>● Healthy with no evidence of active Tuberculosis and free from communicable diseases; and</li><li>● Committed to undertake at least 5 tours in a year. Tours will be arranged on weekdays and weekends. Each tour would last about 3 hours.</li></ul>
<b>Note</b>	(i) Priority will be given to: <ul style="list-style-type: none"><li>● Officers with rank at Flt Lt or below;</li><li>● Officer Trainees;</li><li>● Cadet NCOs;</li><li>● Members with decent exposure in aviation, e.g. AAEP, AAEP(H), DACP, GAPAN Flying Scholarship, Op Swift, Op Kingbird, etc.</li></ul> (ii) Tour guides volunteers shall dress in appropriate HKACC uniform while attending selection exercises, training and while guiding tours.

<b>Quota</b>	15
<b>Application Deadline</b>	19 April 2013 (Saturday) [Extended]

3. Shortlisted applicants will be invited to a selection exercise to be held in April / May. The exact date(s) will be announced at a later stage.
4. Successful applicants going through the selection exercise will receive a 2-day training programme on 11 and 12 May 2013. Details of the training is available in Attachment D.
5. The time contributed by the volunteers in carrying out the tour guide duty is countable towards community services hours for OT (below the age of 21) and cadets.
6. A certificate will be awarded to volunteers who have demonstrated ability to lead a guided tour independently. All volunteers will be invited to future CAD activities. In addition, CAD will present a token of appreciation to outstanding volunteers.
7. Interested members should submit the applications using the attached application form in Attachment C by email (address: [hkacc.aewing@gmail.com](mailto:hkacc.aewing@gmail.com)) on or before **19 April 2013 (Friday)** via their OC Unit. When lodging the applications, members should also take note of the *Application Procedures* in the application form.
8. For enquiries, please feel free to contact the undersigned with the above email address. Thank you.

Steven PANG  
Fg Off  
for OC AE Wg

Encl.:

Attachment A – Schedule for Recruitment of Tour Guide Volunteer for CAD Education Path  
Attachment B – The Education Path at the CAD HQ  
Attachment C – CAD Education Path Tour Guide Volunteer Application Form  
Attachment D – Training Programme

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## Attachment A – Schedule for Recruitment of Tour Guide Volunteer for CAD Education Path

<b>Date</b>	<b>Event</b>
19 April 2013	Application Deadline (Extended)
April / May	Selection Exercises (TBC)
11 – 12 May 2013	Training programme provided by CAD [See <a href="#">Attachment D</a> ]
As assigned	On-the-job Training
Mid-May 2013 onwards	Tour guide duty starts <ul style="list-style-type: none"><li>■ At least 5 tours in a year</li><li>■ Each tour lasts for about 3 hours</li></ul>