

Royal Canadian Sea Cadet Corps Woodstock



Statement of Duties and Terms of Reference

Title: Coxswain

Short Title: Cox'n

Responsible to: Commanding Officer (CO)

1. Exercise command over all cadets on board regardless of rank.
2. Set a positive example regarding drill, dress and deportment.
3. Implement all policies established by the CO and the Trg O, which affect the Cadets of the Ship's Company.
4. Attend all parades, musters, rounds, etc. conducted by the Commanding Officer.
5. Ensure the ships routine is carried out.
6. Advise the XO (Trg O) on matters affecting morale and conditions of service within the Corps.
7. Provide assistance and direction to all cadets and officers.
8. Monitor the dress, deportment, and conduct of subordinates, correcting deficiencies as detected and reporting to the XO (Trg O), or in their absence a higher authority, those cases which are beyond their ability to rectify.
9. Complete special projects as assigned by a higher authority.
10. Advise the Chiefs and Petty Officer Cadets on any disciplinary issues.
11. Be positive and set a good example; be a role model for all cadets.
12. Be involved in the planning of corps optional and training activities.
13. Assist with instruction, as required.
14. All other duties assigned by higher authority.

Signature of Coxswain

Date:

Signature of Commanding Officer

Date: