EXTREME MILITARY CHALLENGE!

CADET SERVICE SUPPORT

ON-THE-JOB TRAINING



CSS • SPRING OJT

TRAINING PREPARATION PACKET

2026 - 2027

Camp Liberty • Battleground, Alabama

XMCCamp.com • Camp-Liberty.com • 855-XMC-CAMP

VETERAN OWNED BUSINESS

Respect • Integrity • Pride

READ THIS FIRST Quick Reference

CADET RESPONSIBILITY

Cadets - not parents - are responsible for arriving prepared, following the correct standards for their program track, accounting for their equipment, and maintaining professional conduct throughout their tour of duty.

CADET SERVICE SUPPORT (CSS)

Summer opportunity during the Training Mission. A CSS tour is two or more weeks, beginning on a scheduled R-Day (Receiving Day) and ending during a Graduation Review. CSS Cadets participate in Graduation Review and checkout.

ON-THE-JOB TRAINING (OJT)

Off-season opportunity, normally during Spring Break but available at other times by approval. OJT uses the modified standards in this packet.

OJT TOUR OF DUTY

A standard OJT tour is Saturday to Saturday. Flights may use BHM or HSV. Drive-ins should arrive after 1000 and before 1400, if possible.

OJT BATTLE BUDDY REQUIREMENT

At least two OJT Cadets of the same gender must attend. A single OJT Cadet requires a parent or family adult age 21+ as the Battle Buddy.

ENROLLMENT PROCESS

CSS ENROLLMENT

Enroll through CampMinder.

OJT ENROLLMENT

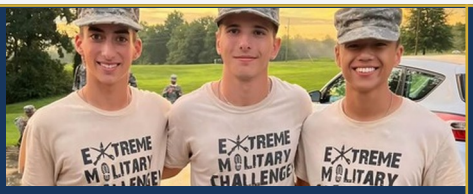
OJT is not enrolled through CampMinder. Contact admissions@xmccamp.com for assistance.

CRITICAL REMINDERS

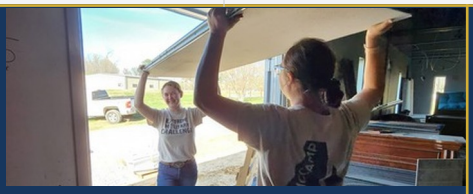
- OJT Cadets must normally be enrolled for an upcoming Training Mission course; an 18-year-old Cadet who has aged out is exempt.
- OJT Cadets must be mature enough to prepare their own meals using groceries provided on-post.
- Bring $50-75 cash per week for authorized off-site meals or purchases.

PRIMARY CONTACTS

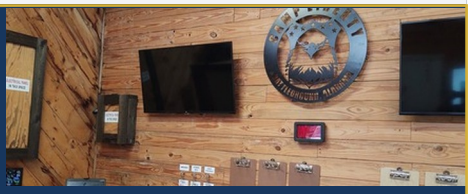
CONTACT	INFORMATION
ADMISSIONS	admissions@xmccamp.com
TELEPHONE	855-XMC-CAMP
PROGRAM WEBSITE	XMCCamp.com
FAMILY UPDATES	Extreme Military Challenge! Family Readiness Group on Facebook



REPORT READY



SERVICE



ACCOUNTABILITY

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PROGRAM OVERVIEW

Mission • Environment • Learning Objectives

MISSION

To provide Extreme Military Challenge! Cadets with practical military, business, logistics, administration, food-service, medical-support, and facilities-maintenance experience in a disciplined leadership and support environment.

TWO PROGRAM TRACKS

Cadet Service Support (CSS) is the summer enrollment category used during the Training Mission. Cadets may support the Camp Liberty Command Post, Medical Aid Station, Central Issue Facility, Dining Facility, Receiving Day, a Course of Instruction, or other mission requirements.

On-the-Job Training (OJT) is an off-season opportunity. OJT assignments are normally smaller and more individualized, emphasizing facilities maintenance, mission preparation, logistics, administration, special events, and practical career exposure.



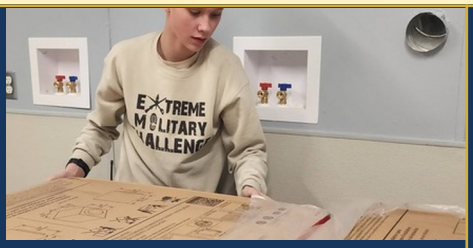
Camp Liberty Command Post.

LEARNING OBJECTIVES

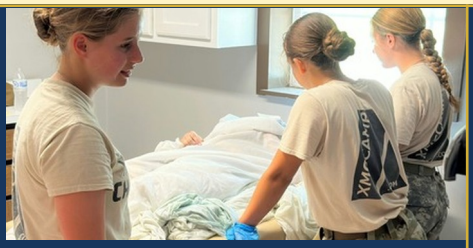
- Prepare for daily tasks by understanding expectations, tools, standards, and desired outcomes.
- Gain insight into the planning and operations required to prepare Camp Liberty for a Training Mission or outside organization.
- Support Challengers, Cadre, guests, and visiting groups through safe, efficient, and professional service.
- Develop practical skills in maintenance, logistics, food service, administration, medical support, or training support.
- Strengthen leadership, communication, accountability, initiative, and problem-solving skills.

CADRE RELATIONSHIP

The small-group environment provides significant one-on-one interaction with Cadre and approved staff. Cadets receive mentorship, career guidance, direct feedback, and opportunities to discuss military and civilian careers devoted to service.



LOGISTICS



MEDICAL SUPPORT



PROFESSIONAL EXPOSURE

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STANDARDS & ELIGIBILITY

Program Requirements

PROGRAM	STANDARD
COURSE NAME	Cadet Service Support / On-the-Job Training
COURSE CODE	CSS / OJT
LOCATION	Camp Liberty, Battleground, Alabama 35179
CSS WINDOW	Summer Training Mission; dates and travel follow the current Parents' Guide
OJT WINDOW	Off-season; normally Spring Break, but available throughout the year by approval
CSS TOUR LENGTH	Two or more weeks, beginning on a scheduled R-Day and ending during a Graduation Review
OJT TOUR LENGTH	One or more Saturday-to-Saturday tours, based on availability
CSS OFF-CYCLE TOURS	Approved only when transportation to the airport is not required
PREREQUISITE	Completion of Cadet Basic Training; Cadet Field Leader Course is preferred
OJT ENROLLMENT	Normally enrolled for an upcoming Training Mission course; age-18 aged-out exception
OJT PARTICIPATION	Two or more Cadets of the same gender, or one Cadet with an approved adult Battle Buddy age 21+

FITNESS, MATURITY & CONDUCT

Cadets must be able to walk, carry equipment, work outdoors, and fully participate in assigned duties. Military bearing, motivation, safety, punctuality, teamwork, honesty, and professional performance remain completion standards. OJT Cadets must also demonstrate the maturity to manage routine personal needs and prepare meals from groceries provided on-post.

RECOGNITION

Promotion points: 1 per completed week
Qualification/insignia: None
Certificate: None

COMPLETION REQUIREMENTS

PERFORMANCE ACTIVITY	STANDARD	WEIGHT
Packing-list compliance	No more than 4 major deficiencies	10%
Military bearing / motivation	SAT / UNSAT	20%
Professional performance of assigned duties	SAT / UNSAT	40%
Leadership / personal example	SAT / UNSAT	20%
Cadet Physical Fitness Test - summer CSS when administered	60 points per event	10%

EVALUATION NOTE

When the CPFT is not administered, the 10% CPFT component is removed from the final evaluation.

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ORGANIZATION & LEADERSHIP

Cadet Roles and Responsibilities

UNIT STRUCTURE

CSS or OJT may operate as a detail, squad, or platoon. Leadership assignments are based on rank, experience, maturity, and mission requirements.

CADET NCOIC

Senior-ranking Cadet NCO when assigned. Coordinates accountability, standards, communication, and task follow-through.

CADET SQUAD LEADERS

Lead assigned Cadets, maintain accountability, relay instructions, and report progress to the Cadet NCOIC or adult supervisor.

FIRST-LINE SUPERVISOR

A uniformed adult or approved staff member assigned by competent authority. Provides task instruction, safety oversight, and performance feedback.

PROGRAM OVERSIGHT

A designated uniformed adult maintains overall responsibility for safe, professional execution and coordination among work areas.

CADET RESPONSIBILITIES

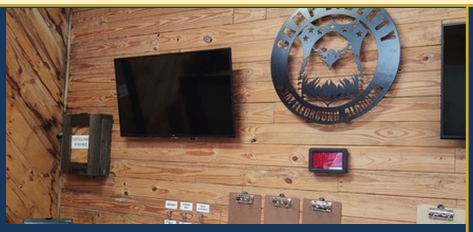
- Know and follow the current Parents' Guide, Cadet SmartBook, this packet, and local safety instructions.
- Maintain accountability for personal property, issued equipment, tools, and assigned work areas.
- Follow instructions immediately; ask questions before starting a task that is unclear or unfamiliar.
- Work safely, report hazards or injuries without delay, and use personal protective equipment as directed.
- Represent Extreme Military Challenge! and Camp Liberty with Respect, Integrity, and Pride.

OJT BATTLE BUDDY STANDARD

Camp Liberty will not house or supervise one OJT Cadet alone. Two Cadets attending without family must be the same gender. A male Cadet and a female Cadet may not attend as the only two Cadets. When only one Cadet is scheduled, a parent or another family adult age 21+ must remain on-post as the Cadet's Battle Buddy.



TEAMWORK



ADMINISTRATION



PROFESSIONAL EXAMPLE

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WELCOME BACK TO CAMP LIBERTY! Commander's Message





COL Joseph M. Land, Sr., XMC
Commander

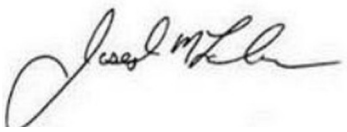
Dear Cadets:

I am pleased to welcome you back to Camp Liberty for Cadet Service Support or On-the-Job Training. These programs provide a first-hand understanding of the work required to prepare, operate, and sustain a Center of Excellence for Cadet Training.

CSS takes place during the summer Training Mission and follows the same standards contained in the Parents' Guide. CSS tours begin on a scheduled R-Day and end during a Graduation Review, including the Graduation Review and checkout process. OJT takes place during the off-season and requires greater independence. You may support facilities maintenance, logistics, administration, food service, the Medical Aid Station, special events, or other mission requirements.

Come prepared to work, learn, and serve. Your success depends on following the correct packing and travel instructions, maintaining accountability, and demonstrating maturity. Remember: as a Cadet, YOU - not your parents - are responsible for your preparation, conduct, and equipment. We look forward to having you return home to Camp Liberty.

Mega-Hooah!



JOSEPH M. LAND, SR.
Colonel, XMC • Commander

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CADET SERVICE SUPPORT Summer Training Mission Standards

THE CURRENT PARENTS' GUIDE GOVERNS CSS

Cadet Service Support is a summer Training Mission opportunity. CSS does not create a separate set of summer rules. The same standards that apply to other summer Cadets apply to CSS Cadets.

STANDARD	REQUIREMENT
TOUR OF DUTY	Two or more weeks, beginning on a scheduled R-Day (Receiving Day) and ending during a Graduation Review.
TRAVEL	Use the standard Training Mission travel process, reporting date, airport procedures, CampMinder transportation form, R-Day instructions, and Graduation Review departure rules.
PACKING LIST	Use the complete summer Packing List in the current Parents' Guide. Do not substitute the OJT Packing List for summer CSS.
TELEPHONE CALLS & MAIL	Follow summer call schedules, cell-phone turn-in procedures, Mail Call, letter-writing standards, and Family Readiness Group updates.
MEDICAL REQUIREMENTS	Complete the required annual XMC sports physical, Health History, medication approval, and Medical Aid Station turn-in process.
RELEASE FORMS	Complete all required CampMinder forms and releases by the summer deadlines. CSS does not waive or replace Training Mission forms.
GRADUATION & CHECKOUT	CSS Cadets participate in Graduation Review and the complete checkout and release process. Off-cycle tours are approved only when transportation to the airport is not required.



SUMMER CADETS


TRAINING MISSION


TEAMWORK

ON-THE-JOB TRAINING

Eligibility • Battle Buddy • Independent Living

OFF-SEASON OPPORTUNITY

OJT is normally scheduled during Spring Break, but may be approved at other times during the year. The flexible schedule is especially useful for homeschooled Cadets.

ELIGIBILITY

- Completion of Cadet Basic Training is required.
- The Cadet must normally be enrolled for a course during the upcoming summer Training Mission.
- An 18-year-old Cadet who has aged out of summer Cadet enrollment may attend OJT without an upcoming course enrollment.
- Admissions approval is required before travel is arranged.

OJT PARTICIPATION STANDARD

- At least two Cadets of the same gender must attend.
- One male and one female may not be the only two Cadets on-post.
- A single OJT Cadet must have a parent or another family adult age 21+ serve as the Battle Buddy.
- The adult Battle Buddy remains responsible for appropriate supervision when Cadre are not present.

MATURITY & INDEPENDENT LIVING

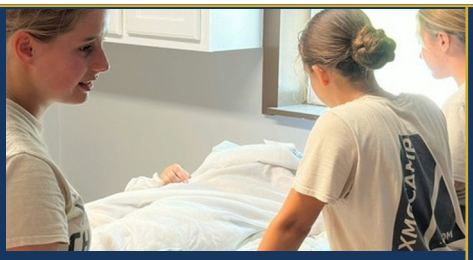
OJT is not a highly structured summer course. Cadets must be mature, self-directed, and able to prepare their own meals using groceries provided on-post. Cadets are expected to maintain their living area, follow the work schedule, communicate needs promptly, and use good judgment without constant supervision.

WEEKLY COST

The weekly OJT fee covers food/groceries and scheduled pickup from and return to BHM or HSV.

NO NEW MEDICAL OR RELEASE FORMS

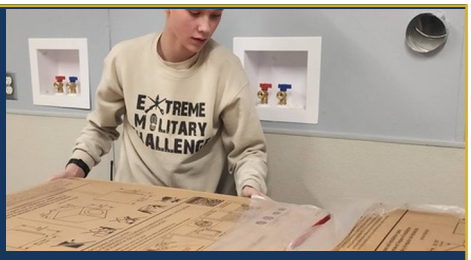
OJT does not require a new physical or new release forms. Current information and medications must still be accurate and disclosed.



SERVICE SUPPORT



FACILITIES WORK



MISSION PREPARATION

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OJT TRAVEL INSTRUCTIONS

BHM or HSV • Saturday Arrivals and Departures

APPROVED AIRPORTS

Flights may use Birmingham-Shuttlesworth International Airport (BHM) or Huntsville International Airport (HSV). Schedule arrivals as early in the day as possible and coordinate all flight details with Admissions.

EMAIL TRAVEL INFORMATION

Send complete flight information to admissions@xmccamp.com. Use this exact subject-line format:

SPRING OJT TRAVEL: Smith

- Include the Cadet's full name, airport, airline, flight numbers, and arrival and departure times.
- Email Admissions immediately when an airline, flight, time, or pickup arrangement changes.
- All arrivals and departures are on Saturday unless another arrangement is approved in advance.

DRIVE-IN CADETS

Report directly to Camp Liberty after 1000 and before 1400, if possible. Confirm the exact meeting location with Admissions before travel.

AIRPORT TRANSPORTATION

Scheduled pickup from and return to BHM or HSV is included in the weekly OJT fee. Cadets remain under XMC supervision until released to a verified parent/guardian or the airline process.

TRAVEL DOCUMENTS

Bring airline and identification documents required for travel. International Cadets should bring their passport for secure turn-in. Do not place sensitive identity documents in checked baggage.

TRAVEL FUNDS

Bring $50-75 cash per week for authorized off-site meals or purchases. Personal funds must remain secured and used only as directed.

OJT TOUR OF DUTY

SATURDAY ARRIVE

ON-POST WORK / SUPPORT

SATURDAY DETACH



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OJT DUTY ENVIRONMENT

Work Assignments • Safety • Professional Standards



WHAT CADETS SHOULD EXPECT

- Assignments based on Camp Liberty's needs, the Cadet's experience, and available adult supervision.
- Work in facilities maintenance, logistics, food service, the Central Issue Facility, administration, medical support, or special-event support.
- Tasks that may be dirty, repetitive, physically demanding, or conducted outdoors in changing weather.
- Direct feedback from Cadre and staff, with significant one-on-one mentoring and practical instruction.
- A professional workday in which punctuality, initiative, safety, and accountability matter.

SAFETY & TOOLS

Cadets use tools, ladders, vehicles, machinery, or protective equipment only when trained, authorized, and directly supervised. Wear required protective equipment, maintain a clean work area, and report hazards, damage, or injuries immediately. Never improvise a repair or begin an unfamiliar task without guidance.

TYPICAL OJT UNIFORM

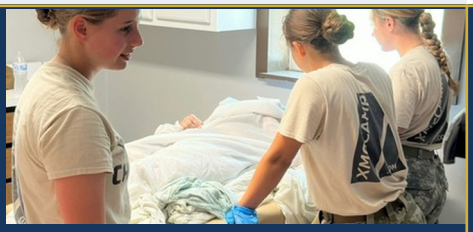
The normal OJT duty uniform is work jeans and a tucked-in XMC T-shirt, with a rigger belt and appropriate boots or work shoes. An authorized XMC sweatshirt may be worn in lieu of the T-shirt; both are not required. The official XMC emblematic polo, tactical trousers, or OCP field uniform may be directed for travel, special events, ceremonies, or specific assignments. A plain black polo is not authorized for Cadets.

MEALS

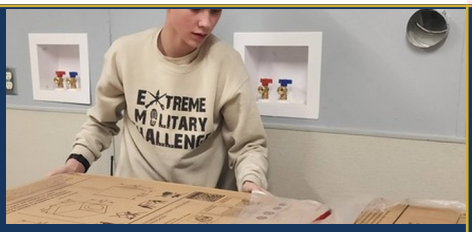
Cadets must be able to prepare their own meals using groceries provided on-post. Clean-up and food accountability are part of the duty standard.

COMMUNICATION

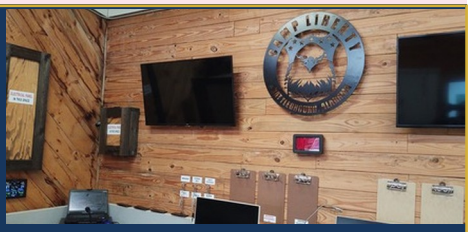
Telephone calls are less restricted than during summer training and may be authorized around the duty schedule. There is no Mail Call during OJT.



MEDICAL SUPPORT



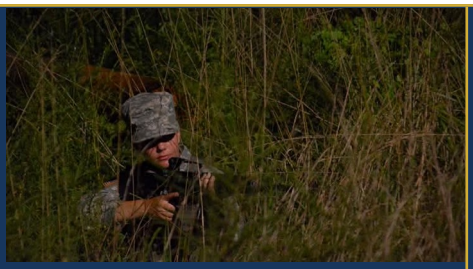
LOGISTICS



ADMINISTRATION

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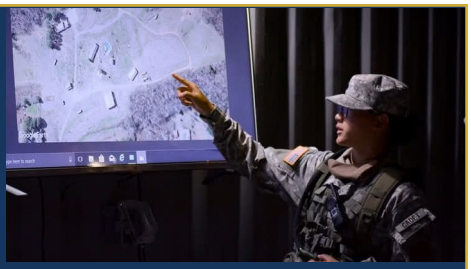
OJT PACKING INSTRUCTIONS Follow the Modified List



FIELD TRAINING



TEAMWORK



MISSION PLANNING

QUANTITY STANDARD

Except for the two required pairs of work blue jeans, bring each listed item as needed for the amount of time the Cadet will be on-post.

DUTY CLOTHING

Bring two pairs of work blue jeans. They may get paint, grease, mud, or construction debris on them. Bring XMC T-shirts as needed, or use an authorized XMC sweatshirt in lieu of the T-shirt. Both are not required.

MARKINGS

Label each item with the Cadet's last name and last four digits of the Cadet's Social Security Number.

PHONE & ELECTRONICS

A labeled cell phone and charger are optional for travel and approved calls. Access is controlled by the supervising adult and is not permitted during duty.

PACKING RULE

Bring only listed items. Do not bring personal tools, knives, weapons, tobacco/vaping products, alcohol, unauthorized electronics, or sentimental items.

FORMAL / TRAVEL UNIFORM

The official XMC emblematic polo is required, with tan tactical trousers for travel, special events, or off-post duty when directed. A plain black polo is not authorized for Cadets.

MEDICATIONS

No new physical is required, but all prescription and over-the-counter medication must be declared and controlled as directed.

OJT HOMEWORK DEVICE

A laptop or tablet may be authorized when homework must be completed during OJT. This authorization applies to OJT only and must be approved in advance.

OJT COLD-WEATHER & SPECIAL EQUIPMENT

Admissions will advise when OJT cold-weather or assignment-specific items are required. Camp Liberty may issue OJT outerwear, personal protective equipment, or other mission equipment.

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OJT PACKING LIST Alphabetized List

AS NEEDED FOR LENGTH OF STAY

All quantities are "as needed" unless a specific quantity is shown. Use the list exactly as written.

ALPHABETIZED PACKING LIST

ITEM	QTY	NOTES	CHECK
Athletic shoes	1 pair	Subdued color.	☐
Bath towels	As needed	Solid color.	☐
Black ink pens	As needed	For duty notes, task lists, and accountability.	☐
Cadet SmartBook	1	Primary reference for standards, customs, courtesies, and Cadet responsibilities.	☐
Cash for off-site meals	$50-75 / week	For authorized off-site meals or purchases.	☐
Cell phone and charger	Optional	For travel and approved calls; label clearly.	☐
Combat boots / work boots	1+ pair	Serviceable and appropriate for assigned work.	☐
Current XMC challenge coin	1	Most recent XMC challenge coin.	☐
Headlamp or flashlight	1	For early, late, or utility tasks.	☐
Hydration system	1	OCP/current camouflage or solid OD green, coyote, tan, or black.	☐
Hygiene items	As needed	Non-aerosol sunscreen/insect repellent, soap, toothpaste, deodorant, and personal hygiene items.	☐
Laptop or tablet	If authorized	OJT only; may be authorized in advance when homework must be completed during the tour.	☐
Mesh laundry bag	Optional	Helps keep clothing together during laundry.	☐
Military-style duffel bag	1	Solid black, olive drab, or camouflage.	☐
Nonfiction reading material	Optional	Biography or assigned school reading.	☐

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OJT PACKING LIST Alphabetized List - Continued

ALPHABETIZED PACKING LIST - CONTINUED			
ITEM	**QTY**	**NOTES**	**CHECK**
Notebook	1	Small enough for routine duty notes.	☐
Official XMC emblematic polo	1	Required for travel and formal/off-post duty. Plain black polos are not authorized.	☐
Passport / travel documents	As required	International Cadets turn passports in for secure storage.	☐
Personal dog tags	1 set	Current personal dog tags.	☐
Prescription / OTC medication	As required	Declare and control as directed. No new physical is required for OJT.	☐
Rigger belt	1	Worn with duty and formal attire.	☐
Shower shoes	1 pair	Solid color.	☐
Tan tactical trousers	1 pair	Worn with the official polo when directed.	☐
Undergarments and socks	As needed	Sufficient for the length of stay.	☐
Work blue jeans - TWO PAIRS	2 pairs	Required. May get paint, grease, mud, or construction debris on them.	☐
Wristwatch	1	No smartwatch use during duty.	☐
XMC OCP field uniform	If directed	Complete uniform with patrol cap and authorized insignia.	☐
XMC PT shorts	As needed	For PT or approved off-duty use.	☐
XMC tan sweatshirt	As needed	May be used in lieu of the XMC tan T-shirt; both are not required.	☐
XMC tan T-shirts	As needed	Normal OJT duty shirt. The authorized XMC sweatshirt may be used instead; both are not required.	☐

MEAL PREPARATION

Groceries are provided. OJT Cadets are expected to prepare their own meals and clean the kitchen and dining area after use.

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ISSUED EQUIPMENT & ACCOUNTABILITY

CIF • Tools • PPE

CADET ACCOUNTABILITY

Issued equipment remains the property of Camp Liberty. Cadets must inspect it when received, maintain accountability, use it only as directed, and return it clean and serviceable. Lost or damaged property may be charged at replacement value.

EQUIPMENT VARIES BY ASSIGNMENT

CSS and OJT Cadets may receive assignment-specific personal protective equipment, radios, tools, safety vests, helmets, gloves, sleeping or lodging equipment, or other property required for the mission. OJT Cadets may also receive cold-weather outerwear when conditions require it. CSS Cadets attend during the summer and will not receive cold-weather clothing. Cadets will not receive keys. Cadets should not bring personal tools unless Admissions specifically requests them.

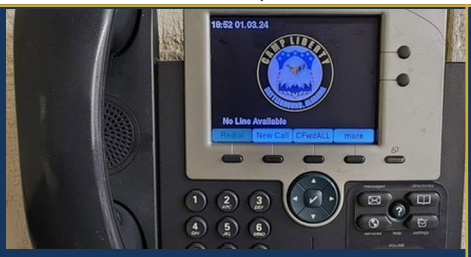
TYPICAL ISSUE	ACCOUNTABILITY STANDARD
OJT cold-weather outerwear	OJT only, when conditions require it; return all components together and serviceable.
Hard hat, eye protection, gloves, hearing protection	Wear and maintain as directed; report damage immediately.
Hand tools / power tools	Use only after instruction and under approved supervision.
Handheld radio	Issued only to designated personnel; never trade, loan, or leave unattended.
Sleeping or lodging equipment	Keep clean, dry, and accounted for; return at the directed time.

ISSUE PROCEDURES

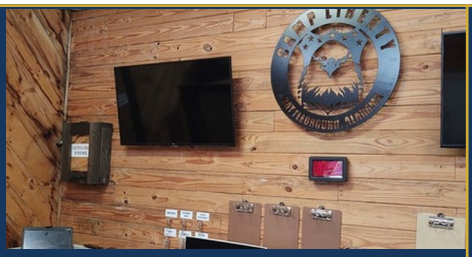
- Inspect the item and verify all components before accepting it.
- Report missing, damaged, or unsafe equipment immediately.
- Keep issued property within the assigned accountability system.
- Do not make unauthorized repairs or modifications.

TURN-IN PROCEDURES

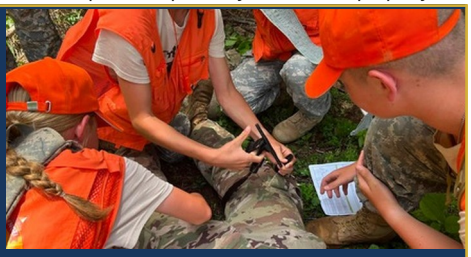
- Clean and dry equipment before turn-in when conditions permit.
- Return every component at the directed time and place.
- Report damage honestly and remain available until the hand receipt is cleared.
- Do not depart Camp Liberty with issued property.



COMMUNICATION



ACCOUNTABILITY



SAFETY EQUIPMENT

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FINAL PREPARATION CHECKLIST

Complete Before Departure

72-HOUR CHECK

The Cadet should personally review the correct program checklist with the packed duffel open and the travel itinerary in hand.

CADET SERVICE SUPPORT - SUMMER

- ☐ Current Parents' Guide reviewed completely.
- ☐ CampMinder travel information is complete and accurate.
- ☐ Required annual sports physical and Health History are complete.
- ☐ All summer release forms are complete.
- ☐ Summer Packing List has been checked line-by-line.
- ☐ Telephone-call, Mail Call, and cell-phone standards are understood.
- ☐ Tour begins on a scheduled R-Day and is two or more weeks.
- ☐ Graduation Review participation, checkout, and departure plan are confirmed.

ON-THE-JOB TRAINING - OFF-SEASON

- ☐ Saturday arrival and departure are confirmed.
- ☐ BHM or HSV flight information was emailed using the correct subject line.
- ☐ Same-gender Cadet minimum or adult Battle Buddy requirement is satisfied.
- ☐ Upcoming summer course enrollment or age-18 exception is confirmed.
- ☐ Alphabetized OJT Packing List is complete, including two pairs of work jeans.
- ☐ $50-75 cash per week is available.
- ☐ Cadet is ready to prepare meals using provided groceries.
- ☐ Official XMC emblematic polo is packed; plain black polos are not authorized.
- ☐ Phone use, optional electronics, no Mail Call, safety, and accountability standards are understood.

CADET ACKNOWLEDGMENT

CADET PRINTED NAME

CADET SIGNATURE

PARENT/GUARDIAN INITIALS

DATE

QUESTIONS

Use the Extreme Military Challenge! Family Readiness Group for general questions. Email admissions@xmccamp.com for travel, medical, assignment, Battle Buddy, or enrollment-specific matters.



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