



INITIAL TRAINING

Key Spouse Program training is thorough, continuous and critical to the Key Spouse/Key Spouse Mentor in effectively carrying out official duties, which begins with the Air Force Key Spouse Initial Training.

The Air Force Key Spouse Initial Training is currently conducted virtually for all 'officially' appointed Key Spouses and Key Spouse Mentors of the 152nd Airlift Wing. Neither can act in an official capacity until the virtual Air Force Key Spouse Initial Training has been completed.

This is a self-paced virtual training that consists of 8 standardized modules. The total training time is approximately six hours.

MODULES:

1. Key Spouse Overview
2. Communication
3. Generational Diversity
4. Social Media, Operations and Cyber Security
5. Deployment
6. Disaster Preparedness
7. Information Security
8. Resilience

Key Spouses/Key Spouse Mentors must coordinate with the Airman and Family Readiness Program Manager or current Key Spouse Mentor to obtain the step-by-step instructions on how to access the virtual training. Prior to starting the training, an 'official' appointment letter must be on file with the Airman and Readiness Program Manager as well as the Key Spouse's/Key Spouse Mentor's Commander or First Sergeant.

Key Spouses/Key Spouse Mentors are not required to re-accomplish Initial Training following a Permanent Change in Station (PCS). A one-hour standardized recurring Refresher Training for both the Key Spouse and Key Spouse Mentor must be completed at the new duty location before being able to act in an official capacity.

NOTE: When making a permanent change in station, the Key Spouse/Key Spouse Mentor should travel with their Air Force Key Spouse Initial Training certificate of completion to show proof of completion to the inbound A&FRC.