



DEPARTMENT OF THE AIR FORCE
OFFICE OF THE CHIEF OF STAFF
UNITED STATES AIR FORCE
WASHINGTON DC 20330

MAY 14 2013

MEMORANDUM FOR ALL SQUADRON COMMANDERS AND FIRST SERGEANTS

SUBJECT: Key Spouse Program

The Air Force's official Key Spouse Program is designed to enhance readiness and establish a sense of Air Force community. It is YOUR program and serves to help connect Commanders and their First Sergeant with Airmen and their families through a formally appointed and trained Key Spouse volunteer. He or she works to keep families informed; engages with the Airman & Family Readiness Centers; connects with other Base Agencies; and informs you of any concerns.

This is vital to you as a Commander. We recruit Airmen but retain families. We have a sacred responsibility to care for both. The success of this program is based on how it's implemented in your squadron. Have you appointed a Key Spouse? Is he or she a visible part of the squadron leadership team? How often do your Commanders and First Sergeant meet with the Key Spouse? How often does the Key Spouse meet with or communicate with family members? Do family members know how to contact the Squadron Key Spouse? These are all questions I would encourage you to ask yourself. I hope your Wing and Group Commanders are asking you as well.

Military families make a significant commitment to support our service to the Nation. They need to know what resources are available when they face life's toughest storms. Key Spouses can help in a huge way by pointing families to agencies that provide a "shelter" during those times. Your active involvement in this program encourages a stronger sense of community through spouse-to-spouse support networks, increases communication flow, and helps us build a more resilient force.

If you haven't done so already, connect with your local Airmen & Family Readiness Center to reinvigorate your Key Spouse Program. Make your Key Spouse a visible member of your team. I'm concerned that we're not using this critical resource as well as we could in some units. Please ensure yours isn't one of them.

Thanks for leading 'em!

A handwritten signature in black ink, appearing to read "Mark A. Welsh III", is positioned above the typed name.

MARK A. WELSH III
General, USAF
Chief of Staff

cc:
Wing Commanders
Command Chiefs