**Vacancy summary: SO1 Exercises and Concepts**

|  |  |
| --- | --- |
| **Recruiting Organisation** | CDP Reserve Forces and Cadets Directorate |
| **JPAN/URN** | To follow |
| **UK Rank** | Cdr - Lt Col - Wg Cdr  |
| **Closing date** | 17:00, 30 Sep 21 |
| **Anticipated start date** | October 2021 |
| **Duration of post** | 3 Years |
| **Engagement type** | To be determined individually in consultation with the applicants, to meet an expected requirement for 90 days / year:Additional Duties Commitment orReserve Service Days orVolunteer ex-Regular Reserve (VeRR) |
| **Open to personnel from** | Naval Service, Army, Royal Air Force |
| **Branch/Trade** | Any |
| **Specialisation** | Any |
| **Location** | MOD Main Building |
| **Region** | London |
| **Country** | United Kingdom |

**Overview**

A new and lifed vacancy has arisen for an SO1 to serve on a part-time basis (expected 90 days / year) as SO1 Exercises and Concepts in Reserve Forces and Cadets (RF&C) Directorate, MOD Main Building, London.

The terms and conditions of service (ADC, RSD, VeRR) will be determined by RF&C in discussion with the successful applicant.

The start date is proposed as October 2021.

SO1 Exercises and Concepts is a new part-time 3-year lifed post focused on Exercise AGILE STANCE (AS). The post has three primary functions:

* To enable RF&C to deliver its coordination role with the Reserves Line of Development (LoD) in AS.
* To enable RF&C to deliver its specified task to ensure that Reserve Forces policy requirements for AS are identified and incorporated across Defence, enabling the requirement for Reserve Forces in the AS context to be met.
* To lead or contribute to other tasks as directed.

The post works directly to Assistant Head Reserves and reports to Head Reserves. The post is line manager to a new part-time (60 to 90 days / year) supporting SO2 post.

**Responsibilities**

The post’s responsibilities are:

* Support Assistant Head Reserves in his role as AS Multi-disciplinary Team (MDT) Chair, deputising when required.
* Support Head Reserves in his roles as 1\* Owner of the Policy Objective and lead 1\* coordinator of the Reserves element.
* Provide presentations and briefings for the MDT, 1\* Working Group (WG), 2\* Steering Group (SG) and other events as required.
* Engage with AS MDT participants as required to facilitate and coordinate progress against directed activities.
* Engage with policy owners across Defence to coordinate delivery against the Policy Objective.
* Line manager for the SO2 Exercises and Concepts, supporting as required.
* Lead or contribute to other RF&C tasks as directed.

**Essential competencies**

* Be a Commander, Lieutenant Colonel or Wing Commander.
* 1\* or above Headquarters staff officer experience.
* Broad Defence experience.
* Strong interpersonal skills (stakeholder engagement, collaboration and coordination).
* Highly effective communication skills (written and verbal).
* Basic Microsoft 365 tools (Word, Excel, Power Point, SharePoint, Teams).
* A general understanding of Reserve Forces.

**Desirable competencies**

* Experience of working with and / or leading Reserves, particularly Volunteer Reserves.
* Operational and UK resilience experience.
* Project management experience.
* ACSC(R) or ICSC qualified, or equivalent.

**Applications**

Applications are to be in accordance with the applicant’s Service procedures and are to include a maximum 2-side CV and should be submitted via email to:

Colonel Darin Gray, Assistant Head Reserves,

Reserve Forces and Cadets Directorate: darin.gray943@mod.gov.uk

The closing date for applications is 30 September 2021.

**Selection Process**

Applications will be be-filtered by the applicant’s Service depending on the Service’s regulations.

A Selection Board will sit for this post, based principally on an applicant’s last 4 appraisal reports, which will be provided either by the applicant’s Service or by the applicant. Those unsuccessful will be informed.

Those selected for interview will be invited to participate via video using a commercial system such as Zoom.

**Additional information**

* **Further enquires**. Enquiries concerning this vacancy should be made to: Lt Col Peter Conlan, SO1 Capability and Commitments, RF&C. peter.conlan575@mod.gov.uk
* **Location**. The position, whilst based in Main Building, includes the need for very occasional travel to other MOD locations. Remote Working is to be agreed with Assistant Head Reserves; it is a given during the pandemic but afterwards the requirement is for occasional work in Main Building or other MOD locations, especially for meetings.
* **Flexible working**. The nature of the part-time post lends itself to some flexible working. However, there are AS events which are not flexible; early communication with Assistant Head Reserves is key to ensuring appropriate delivery of output.
* **Medical and age**. Applicants must meet the appropriate single Service basic medical and age requirements for service.
* **Security Clearance**. Normal SC.
* **Impact on Service Pension**. Personnel who qualify for a service pension should take financial advice from Defence Business Services (DBS) Pensions Department on the effect that undertaking reserve service has on their pension (details can be found on the JPA splash screen). Additional guidance is at <https://www.gov.uk/guidance/pensions-and-compensation-for-veterans>. Of particular note is reference to the ‘Effect of Re-employment on Commutation’.
* **Pay and allowances**. Pay will be in accordance with the relevant Service pay scales. Allowances will be payable in accordance with the regulations pertaining to the conditions of service.
* **Leave**. Leave entitlement is detailed in [JSP 760](https://www.gov.uk/government/publications/jsp-760-tri-service-regulations-for-leave-and-other-types-of-absences).
* **Accommodation**. Accommodation is not provided.