

JOB SPECIFICATION (2010)		JSN	
Position Title	Old College Welfare Warrant Officer	Date Approved	
Unit	RMAS Gp	Approved By	
Location	Sandhurst	TLB	
Establishment Type	Established Post UKP	Rank/Grade	
Establishment/OET Ref	051616	Service/Type/Arm	ARMY E2
UIN/SLIM/JPA PID	A5354A/1695940/2117603	Exch/NATO/JSRL No	
Incumbent		Staff/Command	
E-mail	RMAS-Gp-Ac-OC-WELFARE-WO	WTE/MSTAR	
Phone Number		Manning Priority	
Security Status/Caveats	SC/DBS (Enhanced)	Assignment Length	24 Months
Reporting Chain	Army	Primary Career Field	
1 st RO	Station Welfare Officer (Stn WO)	Sub Field 1	
2 nd RO	CO SSU	Secondary Field	
3 rd RO		Sub Field 2	
<p>Unit Role: RMAS Group delivers initial officer training to Regular and Reserve officers for the British Army and our international allies; the University Officer Training Corps; instructor development for allies overseas; pre-employment training for Commanding Officers; and professional development for members of the General Staff. It is also the home of the Centre for Army Leadership; whose role is to champion Army leadership excellence. Through these activities, Commandant RMAS delivers Defence Engagement on behalf of the Army and the nation through its continuous engagement across the UK and with allies from across the world.</p>			
<p>Position Role: Provision of primary (unit) welfare support to Officer Cadets OCdts) within the RMAS Old College.</p>			
<p>Responsibilities:</p> <ol style="list-style-type: none"> 1. Responsible to CO SSU, through the StnWO, for the delivery of effective unit personal welfare support to Old College OCdts in accordance with AGAls Vol 3, Chap 81. 2. In support of Old College CO, deliver college-focussed welfare support to the training of Regular and Reserve OCdts to prepare them for inflow to Initial Trade Training. 3. Through StnWO, liaise with and refer welfare casework to external agencies / authorities. 4. Through StnWO, provide Old College CO with independent welfare assessments of OCdts. 5. Arrange and participate in college casework conferences. Participate in the Ac Workforce Support group. 6. Where appropriate, liaise with the chaplains, medical staff and Psych Sp Offr to provide a coherent, holistic 'welfare wrap'. 7. Deliver welfare lessons and briefs to Old College OCdts & PS and organise college welfare events and activities. 8. Maintain effective college welfare instructions and information packs (AGAls Vol3, Chap 81), and ensure adherence to Code of Confidentiality and policy for the security of records held by unit welfare staff. 			
<p>Pre Appt/Deployment Trg: Welfare Officers Pt1 Cse, DBS (Enhanced), SC, WISMIS user, Sandhurst Staff Context Course & WiP.</p>			
<p>Domestic Considerations: Advantageous to have a supportive and stable domestic situation. Preferred for incumbent to live on-site or local to RMAS.</p>			
Performance Attributes	Priority Component Features		
Initiative	Establish positive, productive relationships with a wide-range of stakeholders. Seek out / anticipate problems in their nascent stages to expedite their resolution.		
Courage & values	Possess strong interpersonal skills & discretion, aligned with the moral courage to tackle/elevate issues where required.		
Reliability	Demonstrate a strong sense of duty & commitment. Must have integrity & the ability to work in a small mixed civ-mil team under the pressure of a high tempo environment		
Management	Plan, organise & prioritise the requirements of both colleges effectively		
Education/Training	Type	Pri	Comments
Military Quals	WO2	Essential	Unit Welfare Officer Course Pts 1 & 2, Mental Fitness Course
Other Quals/Competencies		Desirable	Diversity and Inclusion Cse
Education			
Language			
Experience			
Service/Arm/OGD	Army E2	Essential	Must understand the pressures and context of Army svc.
Operational			
Staff		Desirable	Experience of staff work will assist in case management and reporting

To be completed in conjunction with Annex A - Job Specification (2010) Guidance Notes.

Command		Desirable	
Fields/Trades	Pers	Desirable	Previous experience as a Welfare WO or SNCO
Environments	Army	Desirable	Previous employment in a training establishment
Other Comments			
Originator: Maj (Retd) O'Brien		Appt: Stn Welfare Offr	E-mail: RMAS-Gp-Ac-WELFARE-OFFICER
			Tel: 0300 164 5229
Auth by 2nd RO: Lt Col Dodge		Appt: CO SSU	E-mail: RMAS-Gp-AC-SSU-CO
			Date: