

**[UNCLASSIFIED]**

<b>JOB SPECIFICATION (2014)</b>		<b>JSN</b>	
<b>Position Title</b>	WO Trg Instructor	<b>Date Approved</b>	
<b>Unit</b>	Cadet Training Centre Frimley Park	<b>Approved By</b>	ACOS Cdts
<b>Location</b>	Frimley Park, Camberley, Surrey	<b>TLB</b>	Army
<b>Establishment Type</b>	Established Post Single Service	<b>Rank/Grade</b>	WO2/OR8
<b>Establishment/OET Ref</b>		<b>Service/Type/Arm</b>	Army/E2 Gen
<b>UIN/SLIM/JPA PID</b>	A5359A/1391575/1346554/1991912/1744200	<b>Exch/NATO/JSRL No</b>	Nil
<b>Incumbent</b>		<b>Staff/Command</b>	RD
<b>E-mail</b>	<a href="mailto:adjutant@ctcfrimleypark.mod.uk">adjutant@ctcfrimleypark.mod.uk</a>	<b>WTE/MSTAR</b>	No
<b>Phone Number</b>	Mil: 94261 8201 Civ: 01276 65155	<b>Manning Priority</b>	
<b>Security Status/Caveats</b>	SC/DBS	<b>Assignment Length</b>	36 months
<b>Reporting Chain</b>		<b>Primary Career Field</b>	Personnel
1 <sup>st</sup> RO	CI CTC	<b>Sub Field 1</b>	Training
2 <sup>nd</sup> RO	CO CTC	<b>Secondary Field</b>	
3 <sup>rd</sup> RO		<b>Sub Field 2</b>	
<b>Unit Role:</b> The Cadet Training Centre aims to instruct and qualify Cadet Force Adult Volunteers in the ACF and CCF to deliver demanding, realistic, interesting, progressive and safe training to members of the cadet forces.			
<b>Position Role:</b> Responsible for instruction, across a variety of subject areas, to Cadet Forces adult and cadet students.			
<b>Responsibilities:</b> <ol style="list-style-type: none"> <li>1. Act as SAA/M Qualification Course Officer, Training Team WO or Training Support WO</li> <li>2. Plan, organise, resource and deliver squad level training at CTC and external locations across the UK.</li> <li>3. Conduct continuous improvement through internal validation of courses delivered.</li> <li>4. Provide subject matter expertise, advice and guidance to Cadet Force personnel on training matters</li> <li>5. Identify, share and promote good practice across the whole of the Cadet Training Centre.</li> <li>6. Identify and evaluate innovative/emerging training methods and media to improve training capability.</li> <li>7. Supervise and assess Assistant Directing Staff performance and coach them on how to improve as instructors.</li> <li>8. Be prepared to assume a secondary role as directed eg ITSO, EDIA, UPO</li> <li>9. Complete any other appropriate tasks as directed by CO CTC.</li> </ol>			
<b>Pre Appt/Deployment Trg:</b> Requires DBS clearance in order to hold position.			
<b>Domestic Considerations:</b> Requires NOOB to delivery training activities to Cadet Instructors and Master Cadet Courses			
<b>Performance Attributes</b>	<b>Priority Component Features</b>		
Values & Standards	Must understand, uphold and role model the Values & Standards of the British Army.		
Professional Effectiveness	Must be capable of delivering high quality training in the classroom and on the training area across a wide spectrum of subject matters.		
Powers of Communication	Needs to be able to communicate effectively in writing and verbally with all ranks and age groups with confidence and style.		
<b>Education/Training</b>	<b>Type</b>	<b>Pri</b>	<b>Comments</b>
Military Quals	SAA Inst (Reg or Res) SA(M)(07) SA(B)(90) DTTT Ph 1 & Ph2	Essential Essential Essential Desirable	Or CF SAA Inst Or SA(M)(07)Cadet Or SA(LR)(07)Cadet Cse can be taken once in post
Other Quals/Competencies	Cat B driving licence Cat D1 driving licence	Essential Desirable	
Education	Nil		
Language	Nil		
<b>Experience</b>			
Service/Arm/OGD	Army	Essential	Previous experience with Cadet Forces desirable
Operational	Nil		
Staff	Nil		
Command	Nil		
Fields/Trades	Training Training Support	High Desirable	
Environments	Training	High	
<b>Other Comments</b>	This position requires a mentally and physically agile individual capable of high quality instruction over long hours and through a high tempo training programme. FTRS Limited Commitment Initial 36m contract		
<b>Originator:</b> Adjt	<b>Appt:</b> Adjutant	<b>E-mail:</b> <a href="mailto:adjutant@ctcfrimleypark.mod.uk">adjutant@ctcfrimleypark.mod.uk</a>	<b>Tel:</b> Mil 94261 8201

**[UNCLASSIFIED]**

[UNCLASSIFIED]

	CTC			Civ: 01276 898201
Auth by 2 <sup>nd</sup> RO: Lt Col L Neville RAPTC	Appt: CO CTC	E-mail: CO@ctcfrimleypark.mod.uk	Date: 12/05/23	

[UNCLASSIFIED ]

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