

Issue Date:

Review Date:

## **TERMS OF REFERENCE FOR**

Post Holder:

Full Title: DIGITAL MEDIA ANALYST OF2

Short Title: DMA OF2

### **Part 1: Job Summary**

#### **PREAMBLE**

*“The pervasiveness of information and rapid technological development have changed the character of warfare and of politics. We now have . . . the means to make the connection to an audience ever more rapidly. Information is now democratised”*

CDS, Annual RUSI Address, December 2020

As of January 2022, the HQs of Commander Littoral Strike Group and 3 Commando (Cdo) Bde will combine to become the UK Commando Force (UKCF). UKCF will be very different from 3 Cdo Bde. Its focus will be competition, not conflict. While capable of escalating to warfighting, UKCF's primary aim is to compete with and constrain adversaries using multi-skilled, persistently deployed teams of Commandos.

30 Commando Information Exploitation Group Royal Marines (30 Cdo) is the Unit tasked with delivering Information Advantage to UKCF. 30 Cdo's Information Activities Cell (IA Cell) plans and delivers Information Activities in support of 30 Cdo's mission to deliver Information Advantage to UKCF.

The IA Cell is commanded by a Royal Marines Major and contains 8 permanent staff. During periods of intense activity it is augmented by reservists, civilians and NATO partners. It is located at Royal Marines Barracks Stonehouse in Plymouth. The Joint Information Activities Coordination Cell (JIACC) is a sub-unit of the IA Cell which coordinates IA in support of a specific UKCF Operation or Exercise.

#### **PURPOSES**

1. **Primary Purpose.** Conduct Digital Media Analysis in support of 30 Cdo and UKCF activity.
2. **Secondary Purposes.**
  - a. Lead - Information Preparation of the Information Environment (IPIE) and Information Environment Assessment (IEA).
  - b. JIACC Watchkeeper
  - c. Lead – Publicly Available Information (PAI) Collection. Management of IA Cell OSINT policy, training and permissions.

#### **ACCOUNTABILITY**

3. The Post Holder will be accountable to SO2 IA for their Primary Purpose.

#### **AUTHORITY**

- 4.

## TASKS

5. The post holder is to carry out the following tasks:
- Represent the IA Cell in any pan-Unit IPIE or IEA efforts.
  - Lead and coordinate IPIE or IEA completed organically by the IA Cell.
  - Lead and coordinate cross-function JIACC team working in support of an Exercise or Operation.
  - Coordinate and publish the JIACC INFOSUM, an Information Activities focussed product given to customer as a planning and decision support tool.
  - Manage the IA Cell OSINT policy, permissions and training.
  - Lead and coordinate IA Cell personnel conducting PAI collection.

## ESTABLISHMENT DUTIES

6. As an FTRS(HC); there are no mandatory official Establishment Duties (Officer of the Watch etc) other than those which are required by the RNR.

## COMPETENCIES

7. The following table details mandatory and desired competencies.

COMPETENCY	SKILL LEVEL (ADV/INT/BASIC)
<b>MANDATORY</b>	
Security Clearance: SC	N/A
<b>DESIRED</b>	
Developed Vetting	N/A
Joint Information Operations Course	N/A
Military Psychological Operations Course	N/A
JOTAC/JCSC(L)/ICSC(M)	N/A
CARDINAL-trained	Basic
OPENIO-trained	Basic

### **Part 2: Key Change Objectives**

(To be agreed between employee and Line Manager annually or on taking up the post)

1. During the next 12 months, the post holder is to direct their efforts to achieve their primary and secondary purposes, with the para 5 representing their Terms of Reference.

Signature of Job Holder

Signature of Line Manager

Date:

Date: