

JOB SPECIFICATION

MR Media Operations Specialisation (MOS) Operations Officer

Position Details

Rank	OF3	Org. Unit	NAVY	UIN	
Upper Lower Rank		Org. Type	MARRES	Exchange With	
Service (Job)	RN	TLB	RN	Location	KING ALFRED, PORTSMOUTH
Start Date for Position	Apr 22	Proposed End Date for Position	May 24	Workforce Requirement Driving	
Hiring Status	Active	Position Status	Active	Position Type	
Person Category	RESERVES	Position Status EIT		Service Option	NAVY
Domain	NAVY	Career Field	Ops Spt	Sub Career Field	HR
Talent Management	N/A	Tour Length	2 Year	Handover	Yes
Type of Operation	N/A	Operation Name	N/A	Operation PID	N/A
Hierarchy Parent 1	Cdr Hearn SO1 MOS	Hierarchy Parent 2	Capt Hill (DACOS IW)	Hierarchy Parent 3	
Incumbent	NA	Incumbent Future Availability Date	NA	Environment	NAVY
Minimum Medical Standard	MLD	Child Positions	N/A	Preferred Gender	N/A

Career Management and Rotational Information

Position CM Desk	Service (CM)	Applicable From	Applicable To
Branch/Arm/Group	Main Trade	Sub Regt/Corp	
Any			

Alternative Branch or Trade

Alternative 1	Alternative 2	Alternative 3
N/A		

Specialist Pay

Specialist Pay 1	Specialist Pay 2	Specialist Pay 3	Specialist Pay 4	Specialist Pay 5
N/A				

Unit & Position Role

Unit Function	<p>The Commander Maritime Reserves (CMR) commands the Royal Naval and Royal Marines Reserves, known collectively as the Maritime Reserves (MR). The purpose of the MR as set out in the Command Plan is to provide capable and motivated reservist personnel at readiness.</p> <p>Information Warfare (Reserves) (IW(Res)) is tasked with the delivery of capability to a range of Functional Employers (FE) within the Navy and Defence. IW(Res) is to ensure a force of qualified and motivated personnel is for operations through operational level force development, military exercises, contingency planning, and lessons learnt.</p> <p>IW(Res) includes the following capability areas: Cyber, Information Operations (IO), Maritime Trade Operations (MTO), Media Ops (MOS) and Intelligence.</p>
Position Role	<p>Act as Operations Officer for the IW(Res) MOS capability area. The Operations Officer is the full-time focal point for accessing reservist personnel within IW(Res) through relationships with FEs within the Navy and Defence. Working to the part-time capability area SO1, the Operations Officer has delegated authority to assign missions and tasks to reservist personnel against agreed outputs defined within the Maritime Reserve Directive (MRD).</p>

Responsibilities

Deliver engagement and communications with IW FEs and wider stakeholders within the Navy and Defence to maximise the utility of the MOS capability area.

To work collaboratively with other Operations Officers within IW(Res) to maximise broader outputs. To surge support into and cover when necessary the capability areas of other IW(Res) Operations Officers.

Track UK/NATO operations and exercise programmes to identify opportunities for MOS to participate.

Support the prioritisation of activity within the MOS capability areas to allow the allocation of resources to maximise the delivery of operational capability.

Assist capability area leadership in the alignment of MOS with other Defence activity and be member of MOS senior leadership teams and wider management boards.

Ensure that the MOS capability area operates within the delegated budget. Working collaboratively with admin personal within HMS KING ALFRED and CMRHQ, provide accurate financial reporting and projections as required.

Actively pursuing courses of action to provide sustained and assured growth of MOS strength, engaging with Career Managers (CM) and Branch Managers (BM) as required.

To proactively support the delivery of the annual appraisal process and in ensuring all reports are delivered by the Common Reporting Date (CRD) without exception.

Monitor and highlight DV/SC status of MOS personnel.

To promote and enforce MOD/Naval Service delivery of Core Values and policy on Diversity and Inclusion.

To drive, shape and lead business change.

To represent SO1 MOS as required.

Competence - Full Name			
Management	Proficiency Level	Essential	Acquired
Professional Effectiveness	Grasps emerging concepts and can identify key risks to success, escalating in a succinct and timely manner when necessary.	x	
Judgement	Seeks to enhance professional knowledge and understanding of emerging issues impacting MOS. Demonstrates knowledge of Service matters and military doctrine.	x	
Initiative	Demonstrates critical application of available information to arrive at sound, timely decisions. Identifying issues at early stage for resolution or escalation.	x	
	Creates and grasps opportunities for improvements.	x	

Pre-Employment Training

Pre-Employment Training 1					
	Pre-Employment Training 1 Priority	Pre-Employment Training 2	Pre-Employment Training 2 Priority	Pre-Employment Training 3	Pre-Employment Training 3 Priority

Local Considerations**Domestic**

Place of work is HMS KING ALFRED with scope for some flexible working.

Employer Comments

This role is newly established and supports the delivery of Project BROADSWORD which establishes IW(Res) within the MR. The job holder will play an important part in realising the capability first vision of the MR. The position is ideal for anyone wanting to broaden their portfolio covering the delivery of change, internal and external leadership, and stakeholder engagement. Previous experience of both IW and the Reserve Forces will be advantageous.