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|  **JOB SPECIFICATION (2010)** | **JSN** |  |
| **Position Title** | Cadet Training Team (CTT) **Instructor** | **Date Approved** | 2 Aug 2022 |
| **Unit** | HQ Regional Command –HQ SW - CTT |  **Approved By** |  COS Cdts Br HQRC |
| **Location** | COLERNE  |  **TLB** |  Army HQ |
|  **Establishment Type** | Established Post |  **Rank/Grade** |  OR6/SGT |
| **Establishment/OET Ref** |  | **Service/Type/Arm** | Army/E2/FTRS(LC) |
| **UIN/SLIM/JPA PID** | A2686A/ 01374570 /**2086870** | **Exch/NATO/JSRL No**  | Nil |
| **Incumbent** | Sgt Rowe | Staff/Command  | - |
| **E-mail** |  | WTE/MSTAR | - |
| **Phone Number** |  | **Manning Priority** | 2 |
| **Security Status/Caveats** | SC/ EDBS | **Assignment Length** | 24 Months |
| **Reporting Chain** | Army | **Primary Career Field** | Personnel  |
| 1st RO | CTT Team Comd | **Sub Field 1** | Training |
| 2nd RO | OC CTT | **Secondary Field** |  |
| 3rd RO |  |  **Sub Field 2** |  |
| Unit Role: To provide training, support, and assurance to the Army’s cadet units on behalf of the chain of command within boundaries. |
| **Position Role:** Provide training and training support to allocated Combined Cadet Force Army (CCF(A) Contingents and Army Cadet Force (ACF) as directed. |
| **Responsibilities:** 1. Provide training, training support and CTT focused assistance to CCF(A) Contingents and ACF Counties within AOR. Conduct visits to schools as directed by CTT Team Commander.2. Support the CCF(A) Cadet Force Adult Volunteers (CFAV)s in the delivery of an inspiring, efficient, and structured contingent training programme. Support CFAVs in their development of leadership, teamwork, confidence, and self-reliance.3. Assist in the initial training of CFAVs, teaching basic military skills, monitor standards of instruction and mentor CFAVs where required.4. Deliver/Assist/Monitor/Supervise instruction of Army Cadets in all subjects of the Army’s Cadet Syllabus.5. Ensure the Safe System of Training (SST) is used for all cadet force activities. Provide the first level safety assurance. 6. Deliver CCF(A) and assist with ACF camps, including annual summer camps, residential and weekend training activities. Act as the role model to cadets, young adults and CFAVs.7. Provide support to CCFs for external military visits inspections, equipment care advice, management checks including weapons and ammunition as directed by CQMS or CTT CoC.8. Any other responsibilities, roles or duties as directed by the Chain of Command |
| **Pre Appt/Deployment Trg:** Dependent on CTT location, SP must be England/Wales-Enhanced DBS with Barred List Check. Scotland-PVG. Northern Ireland-Access NI Enhanced with Barred List Check. Must have a full valid UK driving license. D1 Minibus licence, if not held, to be undertaken once in post. |
| **Domestic Considerations:** Some weekend, evening and school holiday working will be required to deliver the yearly training output to cadets and CFAVS. Nights out of bed will be required to fulfil this role. |
| Performance Attributes | **Priority Component Features** |
| Leadership | Promotes a positive sense of purpose and direction. Inspires, influences, directs, and supports others in both routine activities and under stress. |
| Judgement | Demonstrates critical application of available information to arrive at sound, timely decisions. |
| Courage and Values | Displays courage to make unpopular and difficult decisions and admit mistakes. Shows commitment to upholding core values and Service ethos. Upholds Equality and Diversity values. Displays honesty and integrity. Exercises self-discipline. |
| Powers of Communication | Displays good oral communication, ability to inform and convince. Articulates orders in a confident, succinct, and competent manner. |
| Education/Training | **Type** | **Pri** | Comments |
| Military Quals |  SAAI | Essential |  |
|  | M Qual | Desirable |  |
|  | RMQ 1 – 3 | Desirable |  |
| Other Quals/Competencies | Youth Work | Desirable | Experience working with children and young adults |
| Education | IT Skills | Essential  | An elevated level of IT Skills (MS Office) required  |
| Language | - | Essential | This post requires an extremely high level of written and verbal English.  |
| Experience | AT | Desirable | An adventurous training qualification.  |
| Service/Arm/OGD | Army E2 | Essential | Previous youth work/experience working with children is desirable |
| Operational | - |  |  |
| Staff | - |  |  |
| Command | - |  |  |
| Fields/Trades | Personnel | Desirable |  |
| Environments | Training | Desirable | Previous experience within a training establishment |
| **Other Comments** | A motivated keen individual who can be a role model to young adults, military skills; RMQ 1-3, ASLS can be offered as on the job training. Induction training provided. Visit [https://armycadets.com](https://armycadets.com/) [https://combinedcadetforce.org.uk](https://combinedcadetforce.org.uk/) Contact the CTT to arrange a visit to better understand the role. |
|  **Originator:** Lt Col A J Lackey RA |  **Appt:** SO1 CCF (A) |  **E-mail:** Alan.Lackey430@mod.gov.uk | **Tel:** 03001608370 |
|  **Auth by 2nd RO:** Maj  |  **Appt:** OC CTT |  **E-mail;** @mod.gov.uk> | **Date:** 8 Nov 2022 |