

Issue Date: 10 Nov 22

Review Date: 09 Nov 23

TERMS OF REFERENCE

Post Holder:

Full Title: Operations Officer, Maritime Cyber Unit (Reserve) (MCU(R))

Short Title: **OC MCUR|1842801** *[NB - Needs re-titling as Ops Officer]*

Part 1: Job Summary

Introduction

1. Under the direction of the 1* Chief Digital and Information Officer (CDIO), the Commanding Officer Maritime C5ISR¹ Support Unit (MCSU) ensures that the unit delivers through-life supported and protected equipment capability and information support services to the maritime user to meet Fleet Commander's priorities, the Royal Navy (RN) Command Plan and endorsed CDIO requirements. The Maritime Cyber Unit (Reserve) (MCU(R)) is a fully integrated sub-unit of MCSU, delivering specialist Cyber support to MCSU and other RN and Defence formations.

Purpose

2. The purposes of the MCU(R) Ops Officer role are as follows:

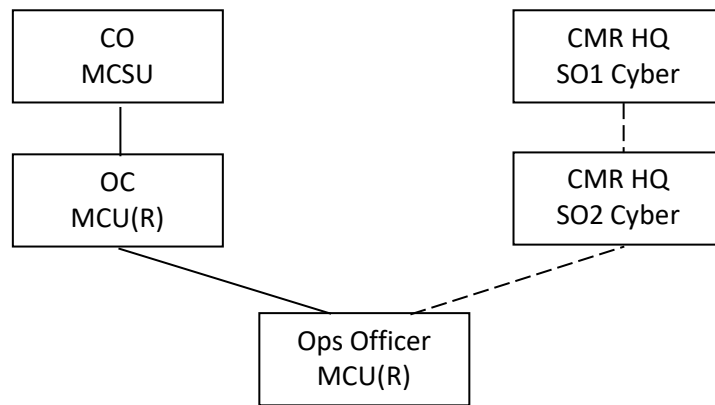
- a. **Primary Purpose.** Act as the MCU(R) Tasking Authority, the full-time POC for unit management, task co-ordination and delivery, and to deputise for Officer Commanding MCU(R) as directed.
- b. **Secondary Purpose.** Support and manage recruitment, Force Generation, training, development and preparation of MCU(R)'s Part Time Volunteer Reserve (PTVR) Cyber Reservists (CRs); perform Branch Coordination for all MR Cyber Reservists in single Service and Joint employment.

Accountability

3. MCU(R) Ops Officer is accountable to the following:

- a. **Officer Commanding MCU(R).** For all tasking and unit management aspects, including day-to-day line management, reporting and supervision of the MCU(R) Full Time Reserve Service (FTRS) Unit Co-ordinator, other assigned unit personnel and all PTVR Cyber and Security specialists.
- b. **Commander Maritime Reserve (CMR) HQ SO2 Cyber.** For the recruitment, Force Generation, training, development and preparation of MCU(R)'s Part Time Volunteer Reserve (PTVR) Cyber Reservists (CRs) and wider Branch Coordination for all MR Cyber Reservists.

¹ Command, Control, Computers, Communications, Coalition, Intelligence, Surveillance and Reconnaissance



Authority

4. Ops Officer MCU(R) has tasking responsibility for all MCU(R) FTRS and PTVR personnel, and line management responsibility for Unit FTRS personnel and other support staff assigned temporarily or permanently to the unit.

Tasking

5. Ops Officer MCU(R) is to:

- a. As Tasking Authority, provide direction and oversight of MCU(R) cyber and security tasking and projects, ensuring MCU(R) personnel are engaged in appropriate and relevant tasking activity.
- b. Maintain an effective working relationship with CO MCSU, with MCSU stakeholders, and with wider stakeholders including the HQ CMR Cyber Staff Officers, DACOS IW(Res), MR IW Branch Ops Officers, the RN Cyber Functional Owner, RN PSyA, JTEPS/FOST, UK STRATCOM Cyber Reserve Force HQ and its units and the RN MWC Operational Advantage Centre (OAC).
- c. Maintain clear understanding of the demand for MR Cyber support, the scale of that demand and skills demanded; monitor and report all changes to levels and frequency of tasking and the ability of MCU(R) to meet such tasking.
- d. Validate and assure the quality of MCU(R) output to ensure technical standards and capabilities are aligned to industry best practice and to ensure that customer expectations are aligned with MCU(R)'s ability to deliver.
- e. Manage all recruitment activity to ensure that MCU(R) maintains Trained Strength targets with the appropriate skills to meet the demands of the Maritime Reserves Directive.
- f. Support HQ CMR, MCSU, Navy Digital and UK Strategic Command (StratCom) strategy, planning and policy updates as required.
- g. On behalf of OC MCU(R), represent the unit at Strategic Command's Joint Cyber Reserve Selection Boards (JCRSB).
- h. Support UK STRATCOM Cyber Reserve Force HQ with delivery of Cyber Reserve Induction Package (CRIP) courses.
- i. Undertake regular liaison with other Cyber Reserve Units to identify best working practices and to maintain consistency across MOD-wide cyber organisations.
- j. Act as Divisional Officer for the FTRS Co-ordinator and PTVR Senior Ratings as directed.

k. Provide updates, reports and returns to OC MCU(R), CO MCSU, HQ CMR Staff Officers and to StratCom as required.

l. Complete any other duties as directed by OC MCU(R).

Competencies

6. The post holder is to have:

a. Rank/Grade: Lieutenant RN/Captain RM (suitably qualified and experienced Army Capt / RAF Flt Lt would be considered). This is a demanding Ops Officer role and candidates would ideally have at least 5 years seniority, and experience of the following:

- i. Operations.
- ii. Headquarters environments.
- iii. Cyber Operational Planning.

b. Branch/Specialisation/Sub-specialisation: Any

c. Developed Vetting: YES (if not held, candidate must be able to attain DV clearance)

	COURSE REFERENCE	SKILL LEVEL
Divisional Officer/Troop Commander		Essential
Cyber Foundation Pathway		Desirable
Technical DCO knowledge		Desirable

Part 2: Key Change Objectives

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

7. During the next 12 months, the post holder is to direct his efforts to achieve his primary and secondary purposes, with the following specific targets:

Signature of Job Holder

Signature of Line Manager

Date:

Date: