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<b>JOB SPECIFICATION (2010)</b>		<b>JSN</b>	
<b>Position Title</b>	SO3 G1/G4	<b>Date Approved</b>	
<b>Unit</b>	HQ ITG	<b>Approved By</b>	
<b>Location</b>	Alexander Bks, Pirbright, WOKING, Surrey	<b>TLB</b>	
<b>Establishment Type</b>	Established	<b>Rank/Grade</b>	
<b>Establishment/OET Ref</b>	05 7134	<b>Service/Type/Arm</b>	
<b>UIN/SLIM/JPA PID</b>	A5371E/00398555/JPA PID 1719457	<b>Exch/NATO/JSRL No</b>	
<b>Incumbent</b>	Capt A Cregg PWRR (FTRS)	<b>Staff/Command</b>	
<b>E-mail</b>	ITG-HQ-SO3-G1/G4	<b>WTE/MSTAR</b>	
<b>Phone Number</b>	94211 5232)	<b>Manning Priority</b>	
<b>Security Status/Caveats</b>	SC	<b>Assignment Length</b>	
<b>Reporting Chain</b>	Army	<b>Primary Career Field</b>	
1 <sup>st</sup> RO	COS	<b>Sub Field 1</b>	
2 <sup>nd</sup> RO	CITG	<b>Secondary Field</b>	
3 <sup>rd</sup> RO		<b>Sub Field 2</b>	
<b>Unit Role:</b> Unit Role: To deliver trained and motivated soldiers to trade training and the Field Army.			
<b>Position Role:</b> G1 G4 SO3 with responsibility for the formulation, implementation and management of policy. Lead for the G1 and G4 brief for Initial Training Group with particular focus in personnel, discipline, welfare and health alongside ES/GS and infrastructure support areas.			
<b>Responsibilities:</b>			
1. Implementation of G1 policy and management of unit discipline, including Service Complaints, in conjunction with HQ ARITC.			
2. Formulation of H&S policy and strategy as directed by HQ ARITC.			
3. Responsible for delivery of E&D Policy, including climate assessments, and the management of IIP within ITG.			
4. Briefing CITG and HQ ARITC on discipline issues/incidents involving ITG personnel and liaison with the RPOC as appropriate.			
5. Act as POC for Respect for others Trg and Mental Fitness Training .			
6. Providing strategic overwatch of ITG WISMIS, PAPMIS and PAP 10 processes.			
7. Focus for delivery, within ITG, of compliance with all G4 Log Policy and resolution of supply chain issues.			
8. Staffing/processing selected categories of applications for discharge of recruits and Res SP.			
<b>Pre Appt/Deployment Trg:</b> Care of Trainees (CoT) Cse (ASLS). H&S and E&D Course, Climate Assessment Course			
<b>Domestic Considerations:</b>			
<b>Performance Attributes</b>	<b>Priority Component Features</b>		
Adaptability and Initiative	Ability to organise and plan priorities efficiently and effectively. Must have good organisational and planning skills, be responsive to change and innovative.		
Awareness and Understanding	Post requires a high grade officer who can think and plan ahead, balancing competing requirements for resources, be proactive whilst protecting the ethos of Army training.		
Problem Solving and Decision Making	The incumbent must use available information and limited resources to arrive at sound, timely decisions and prioritise work to achieve results..		
Communication and Influence	Able to deal effectively and persuasively with superiors and peers alike, particularly when competing priorities exist but remaining mindful of wider and higher ITG issues. Must be approachable, an opinion former, good listener and able to communicate effectively and concisely orally and on paper.		
<b>Education/Training</b>	<b>Type</b>	<b>Pri</b>	<b>Comments</b>
Military Quals			FTRS appointee
Other Quals/Competencies			
Education			.
Language			
<b>Experience</b>			
Service/Arm/OGD	FTRS (OF2)	Essential	Ideal post for LE or DE.
Operational			
Staff	Grade 3	Essential	G1 experience essential
Command			
Fields/Trades	Pers	Essential	Sub Fd: Log
Environments	Training Estb	Desirable	Some previous service in ARITC Ph1 establishment desirable

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

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<b>Other Comments</b>	This FTRS post requires an experienced offr who has ideally filled a RD RCMO appt in either a unit or Ind Sub Unit. Primary responsibility is for G1 Discipline but also requires a good knowledge of G4 Infra/Log. Ideally suited for a mature, experienced and proactive offr, LE or DE. Must inspire confidence while being diplomatic and tactful. An ability to garner support through building of relationships, particularly with COs, Seconds in Command and superior HQ's staff is critical to success.		
<b>Originator:</b> Maj K Morris	<b>Appt:</b> DCOS	<b>E-mail:</b> ITG-HQ- DCOS	<b>Tel:</b> 1980656516
<b>Auth by 2<sup>nd</sup> RO:</b> Brig Taylor	<b>Appt:</b> CITG	<b>E-mail:</b> ITG HQ-COMD	<b>Date:</b> Oct 22

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