

SOUTH COAST EXERCISE AREAS PROGRAMME MANAGERS (SCEXAPM) TO FLEET OPERATIONAL STANDARDS AND TRAINING (FOST) – TERMS OF REFERENCE

SOUTH COAST EXERCISE AREAS PROGRAMME MANAGERS TO FOST S TERMS OF REFERENCE

Preamble

1. South Coast Exercise Areas Programme Managers are responsible to FOST Aviation Officer (FAVO) for the programming and planning of training delivered by FOST(S) and other RN/RFA/IDT activity conducted in the SCXAs.

Accountability

2. SCEXAPM's are accountable to SO2 N3/N5 for the safe programming and production, distribution of the Weekly Practice Programme for all exercises to be conducted in the South Coast Exercise Areas (SCXA).

Primary Purposes

3. To act as the Manager of either the Western or Eastern SCXAs.
4. To liaise with Naval Air Stations to co-ordinate flying requirements and with JSATO to ensure provision of fixed wing assets.
5. To allocate areas for serials within the SCXAs ensuring safety requirements as laid down in Brd 9424.
6. To be responsible for the training and development of Duty Ops on programming constraints. Ensure that all actions take place to meet the training and development needs of individuals, teams and ultimately the FOST organisation.
7. To act as Water Space Manager (WSM) to ensure the prevention of mutual interference of submerged units/ hazards on behalf of CTF 311.
8. To produce the Weekly Practice Programme (WPP) for all Units / Assets operating within the SCXAs.
9. To programme OST, Continuation Training (CT) and Directed Readiness (DRT) within the SCXAs.
10. To programme Naval Equipment Trials within the SCXAs.
11. To provide assistance with the administrative functions of the FOST Organisation as directed by SO2 N3/N5.
 - Maritime Application Scheduling Tool (MAST) Assistant Manager as directed by SO2 N35.
 - To provide advice and direction to all users on how best to operate within MAST.
 - In the event of the MAST Manager being unavailable, be the liaison for FOST(S), CTF 311 with SCISYS in case of problems, organising site visits and operational improvements to maintain / restore / improve MAST to full working capability.
 - Assist with the training of all new users.
 - Assist in maintaining of the MAST database.

- To be competent in the programming of both the Western and Eastern Areas. Alternate between Eastern and Western areas and vice versa to keep current with the complexities of programming within both areas.
- To stand in for the Harbour Programmer / SEAPROG during absence.

Superiors

12. South Coast Exercise Programming Manager are accountable to SO2 N3/N5.

Authority

13. In meeting his purposes, the South Coast Exercise Programming Manager is authorised to:

- Release signals/e-mails on matters appropriate to their purpose.
- Deal directly with ships and Internal/External authorities at the appropriate level.
- Manage programmes where necessary in order to achieve the best overall result, keeping SO2 N3/N5 informed.
- Liaise directly with SCYSIS to ensure the provision of MAST to FOST S/CTF 311 including apportionment of maintenance entitlement

Qualifications

Rank: OR8-9

Branch: Warfare (any)

Previous Experience: FOST (S) Op, Staff as Searider, Duty Ops, Planner.

Training: FOST Induction Course & MASTS Training.

Post Holder

As the Post Holder, I am competent to carry out this role and I have sufficient training and experience to be able to fulfil my responsibilities with regard to Air Safety.

Line Manager

As the Line Manager, I accept that this Post Holder is competent to carry out this role, particularly with regards to Air safety.

SO2 N3/N5

Fleet Operational Standards and Training (Ships)