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|  **JOB SPECIFICATION (2021)**  | **JSN** |  |
| **Position Title** | Engagement Ops WO | **Date Approved** |  |
| **Unit** | LONDIST |  **Approved By** | SO1 Eng |
| **Location** | Horse Guards |  **TLB** |   |
|  **Establishment Type** | Established Post / Single Service |  **Rank/Grade** |  OR 8  |
| **Establishment/OET Ref** |  | **Service/Type/Arm** |  Army/E2 |
| **UIN/SLIM/JPA PID** | A0081A /1327275 /2136319 | **Exch/NATO/JSRL No**  |   |
| **Incumbent** | WO2 Gordon | Staff/Command  |  |
| **E-mail** |  | WTE/MSTAR |  |
| **Phone Number** |  | **Manning Priority** |   |
| **Security Status/Caveats** | SC/Nil APC Mil DBS held or application on appointment. | **Assignment Length** |  36 Months FTRS(LC)  |
| **Reporting Chain** | Army | **Primary Career Field** |   |
| 1st RO | SO2 Eng | **Sub Field 1** |   |
| 2nd RO | SO1 Eng | **Secondary Field** |   |
| 3rd RO |  |  **Sub Field 2** |   |
| **Unit Role** Support, 2\* HQ to coordinate, prepare Force Elements for Army Engt across London’s ethnically diverse civilian communities. A proponent for UK Ops supporting RC Engagement and Resilience aspirations.  |
| **Position Role:** Responsible to SO2 Engt Ops for FGen, act as SME expert for deconfliction, coordination and assurance of Engage to Recruit (EtR) Outreach activity across London RPoC, including maintenance of the Engt Common Operating Picture (COP). In Line with Army Engagement principles and GOC OPO.  |
| **Responsibilities:** 1. Lead on coordinating EtR activity in London AO, supporting SO2 Engt Ops to improve inflow to the Army by providing a permissive recruiting environment within Youth Groups Across LONDIST RPoC MTA 2. Coord establishing and develop relationships with education and youth organisations iot identify EtR opportunities. 3. Facilitate Engt Team COP, incl MIS *Understanding Civil Engagement* (UCE) tool and Sync Matrix used by HQ and all units in the RPoC. Capturing measures of effect (MOE) to produce data analysis presented via Word, Excel, in coord with SO2 Engt Plans for use by CofC. 4. Ability to confidently work with virtual remote IT systems, delivering Engt to various remote audiences 5. Plan, coord and assure appropriate EtR activities; STEM LifeMaps, Shared Outcomes etc, as required with Engt non commissioned deliver cohort. Allocate troops to task in coord with SO2 Engt Ops 6. Establish and maintain contacts with key stakeholders, OGD, external agencies, liaising with RC and RPoC Bde Staff, DRM, ARTD/RG, Capita, ACIOs, Local Reg and Res units. 7. Provide Assurance to CofC that Engt activity conducted is adequately Risk Assessed and assured 8. Deliver other LONDIST tasks and duties as required. |
| **Pre Appt/Deployment Trg:** One week STEM Ambassador Trg (will be required for this post) |
| **Domestic Considerations:** Able to attend HQ LONDIST on a daily basis either by commuting or relocating. |
| Performance Attributes | **Priority Component Features** |
| Breadth of Perspective  | Understands Engt structure and current objectives. Ensures effective procedures and process are in place to assure all Engt activities.  |
| Communicating & Influencing  | Produces fluent, logical verbal and written work, including RAs to assure Engt activity. Influences, builds rapport and relationships with diverse audiences.  |
| Delivering Results | Holds self and others to account. Motivates themselves and others to add value in Engt Sphere. Provides assurance review and guidance as required. |
| Team Work  | Leads a diverse team in an open and sensitive manner, enhancing team objectives. |
| Education/Training | **Type** | **Pri** | Comments |
| Military Quals | WO2 | Desired | Should hold appropriate qualifications for OR 8 rank |
| Other Quals/Competencies | IT proficient. UK lic. DBS. | Essential | Able to self-drive around AOR. Subject to Mil DBS clearance. Competent with Office 365. |
| Education | CLM Pt 3 | Essential  | Must hold or be looking to achieve CLM pt 3 |
| Language | Nil |  |  |
| Experience | E2  | Desired  | Experience in E2 appointment preferred  |
| Service/Arm/OGD | Any |  |  |
| Operational | Nil |  |  |
| Staff |  |  |  Would suit individual with prior Ops WO experience |
| Command | Nil |  |  |
| Fields/Trades | Cbt/HR | Desired  | Requires broad understanding of the Army, any cap badge  |
| Military Quals | Nil |  |  |
| **Other Comments**D | As an Engagement post the incumbent must be comfortable in a wide range of work and social settings. Knowledge of London and London based units an advantage.  |
|  **Originator:** Mr I Watson  |  **Appt:** SO2 MS |  **E-mail:** ian.watson228@mod.gov.uk  | **Tel**:  |
|  **Auth by 2nd RO:** Lt Col D Johnston |  **Appt:** SO1 Eng  |  **E-mail:** Darren.johnston961@mod.gov.uk | **Date: Feb 23** |