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JOB SPECIFICATION (2014)		JSN	
Position Title	WO Trg Instructor	Date Approved	
Unit	Cadet Training Centre Frimley Park	Approved By	ACOS Cdts
Location	Frimley Park, Camberley, Surrey	TLB	Army
Establishment Type	Established Post Single Service	Rank/Grade	WO2/OR8
Establishment/OET Ref		Service/Type/Arm	Army/E2 Gen
UIN/SLIM/JPA PID	A5359A/1391575/1346554/1991912/1744 200	Exch/NATO/JSRL No	Nil
Incumbent		Staff/Command	RD
E-mail	adjutant@ctcfrimleypark.mod.uk	WTE/MSTAR	No
Phone Number	Mil: 94261 8201 Civ: 01276 65155	Manning Priority	
Security Status/Caveats	SC/DBS	Assignment Length	36 months
Reporting Chain		Primary Career Field	Personnel
1 st RO	CI CTC	Sub Field 1	Training
2 nd RO	CO CTC	Secondary Field	
3 rd RO		Sub Field 2	
Unit Role: The Cadet Training Centre aims to instruct and qualify Cadet Force Adult Volunteers in the ACF and CCF to deliver demanding, realistic, interesting, progressive and safe training to members of the cadet forces.			
Position Role: Responsible for instruction, across a variety of subject areas, to Cadet Forces adult and cadet students.			
Responsibilities:			
<ol style="list-style-type: none"> Act as SAA/M Qualification Course Officer, Training Team WO or Training Support WO Plan, organise, resource and deliver squad level training at CTC and external locations across the UK. Conduct continuous improvement through internal validation of courses delivered. Provide subject matter expertise, advice and guidance to Cadet Force personnel on training matters Identify, share and promote good practice across the whole of the Cadet Training Centre. Identify and evaluate innovative/emerging training methods and media to improve training capability. Supervise and assess Assistant Directing Staff performance and coach them on how to improve as instructors. Be prepared to assume a secondary role as directed eg ITSO, EDIA, UPO Complete any other appropriate tasks as directed by CO CTC. 			
Pre Appt/Deployment Trg: Requires DBS clearance in order to hold position.			
Domestic Considerations: Requires NOOB to delivery training activities to Cadet Instructors and Master Cadet Courses			
Performance Attributes		Priority Component Features	
Values & Standards	Must understand, uphold and role model the Values & Standards of the British Army.		
Professional Effectiveness	Must be capable of delivering high quality training in the classroom and on the training area across a wide spectrum of subject matters.		
Powers of Communication	Needs to be able to communicate effectively in writing and verbally with all ranks and age groups with confidence and style.		
Education/Training	Type	Pri	Comments
Military Quals	SAA Inst (Reg or Res) SA(M)(07) SA(B)(90) DTTT Ph 1 & Ph2	Essential Essential Essential Desirable	Or CF SAA Inst Or SA(M)(07)Cadet Or SA(LR)(07)Cadet Cse can be taken once in post
Other Quals/Competencies	Cat B driving licence Cat D1 driving licence	Essential Desirable	
Education	Nil		
Language	Nil		
Experience			
Service/Arm/OGD	Army	Essential	Previous experience with Cadet Forces desirable
Operational	Nil		
Staff	Nil		
Command	Nil		
Fields/Trades	Training Training Support	High Desirable	
Environments	Training	High	
Other Comments	This position requires a mentally and physically agile individual capable of high quality instruction over long hours and through a high tempo training programme. FTRS Limited Commitment Initial 36m contract		
Originator: Adjit	Appt: Adjutant	E-mail: adjutant@ctcfrimleypark.mod.uk	Tel: Mil 94261 8201

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	CTC		Civ: 01276 898201
Auth by 2nd RO: Lt Col L Neville RAPT	Appr: CO CTC	E-mail: CO@ctcfrimleypark.mod.uk	Date: 12/05/23

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