

TERMS OF REFERENCE

INTERNATIONAL DEFENCE MARITIME TRAINING TEAM (IMTT) SEAMANSHIP (SEA)

JPA Line No: 2038298

Date authorised: 28 Apr 22

Date of next review: 27 Apr 23

Preamble

1. TOR provide a framework to assist in achieving objectives and clarifying accountability. Whilst approved TORs are a major contribution towards improved management, ultimately it is up to the individual leader to deliver effective and efficient outputs using leadership, professional ability and management skills. Thus, TOR should not be seen as prescriptive and post holders are expected to exercise initiative and be innovative, which may require operating outside their TOR. In these circumstances post holders are not to be constrained by their TOR in achieving success but must ensure that their line manager is kept informed, along with MWS OCWS when appropriate.

2. IMTT Sea is the seamanship training lead of the International Defence Maritime Training Team (IMTT) which comprises IMTT OiC, IMTT 2iC, IMTT Navigation (Nav), IMTT Safety, IMTT Seamanship (Sea) and IMTT Visit Board Search Seizure (VBSS). The team is located at MWS Collingwood and HMS Raleigh (IMTT VBSS only) and is a Training Delivery Unit of the Warfare Support Training Group working for International Defence Training (IDT) based in Phoenix Building at HMS Excellent. The post holder is to be fully SQEP in seamanship, sea survival, ship husbandry and as advanced tactical boat coxswain. In addition, the individual is to have knowledge and experience of sea safety and conduct of firefighting and damage control.

Primary Purpose.

3. Subject Matter Expert (SME) for the development, planning, coordination and delivery of international seamanship assurance and training overseas.

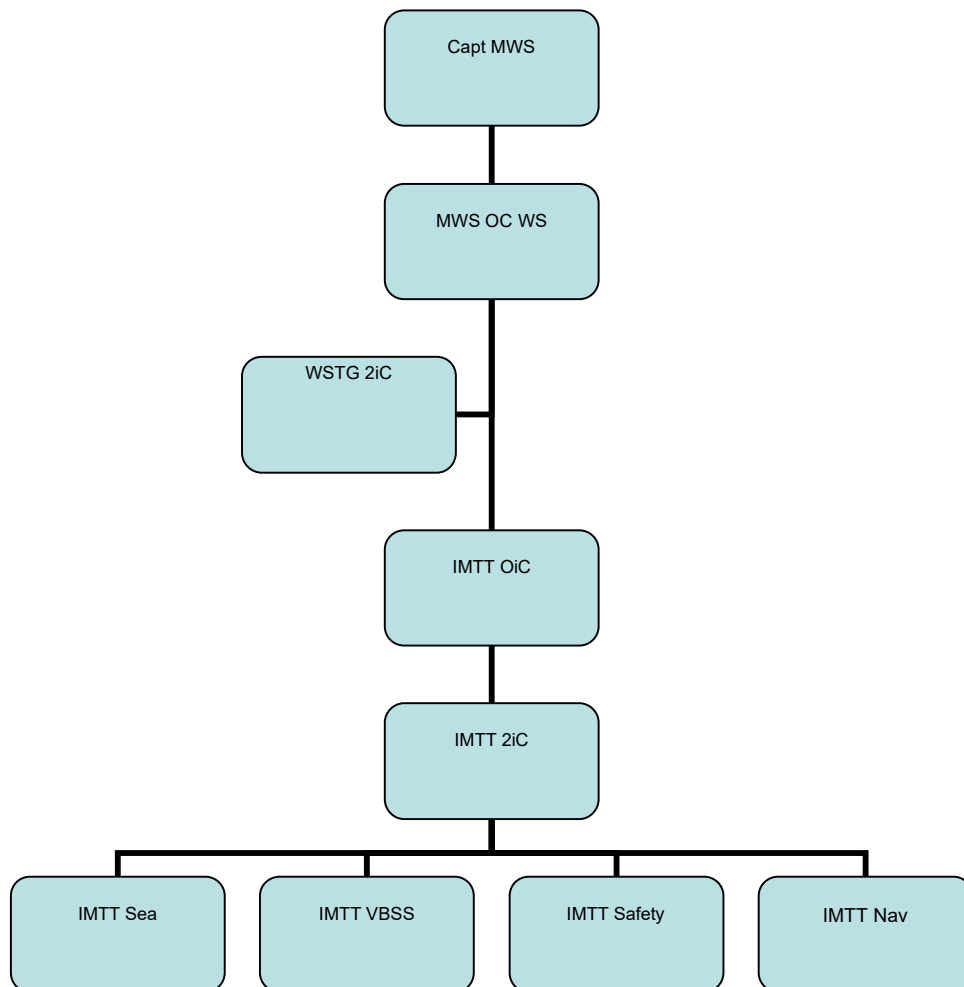
Secondary Purposes.

4.
 - a. Deliver international maritime security training as directed by IMTT OiC in support of Defence Diplomacy, Alliances and wider UK interests.
 - b. Develop, manage and maintain accurate, up-to-date and valid lessons and training media for the delivery of seamanship training overseas.
 - c. To provide advice and execution of seamanship assurance and training within the IMTT.
 - d. As directed by IMTT OiC, act as Training Liaison Officer for assigned training delivery tasking.
 - e. Act as Staff Officer for IMTT projects and studies as required.

- f. Act as PDT co-ordinator liaising with Navy Pers¹ and RN Mounting Centre² to ensure IMTT staff are trained and prepared appropriately before deploying overseas.
- g. Where spare capacity exists, support the broader MWS WSTG International Defence Training output.
- h. To provide advice and practical training in all aspects of Survival & Safety Equipment.

Organisation

5.



Accountability

- 6. IMTT Sea is accountable to IMTT 2iC.

Authority

- 7. IMTT Sea is authorised to:
 - a. Represent and speak on behalf of IMTT on matters relating to his co-ordinating tasks.

¹ For all matters regarding Core Maritime Skills (CMS) continuation training.

² For all matters regarding Individual PDT requirements.

- b. Liaise with Service and Civilian authorities as required to achieve his purpose.

Principal Tasks

- 8. IMTT Sea is responsible for:
 - a. Collaboratively working with Service and Civilian authorities to identify, develop, enhance and optimise the delivery of international seamanship assurance and training.
 - b. Ensuring training delivery is in accordance with Defence Systems Approach to Training.
 - c. Ensuring training delivery is in accordance with the IMTT Quality Training Manual.
 - d. Development, organisation and maintenance of seamanship training media and resources.
 - e. Delivery of seamanship training.
 - f. Delivery of small boat Coxswain training.
 - g. Delivery of survival and safety equipment assurance and training.
 - h. Managing the issue and return of Crewsaver Lifejackets to IMTT staff undertaking maritime training at sea overseas.
 - i. Liaise with PORFLOT for the timely 6-monthly maintenance of Crewsaver Lifejackets.
 - j. Maintaining physical and document security within IMTT in accordance with prescribed measures.
 - k. Rendering timely and accurate reports of IMTT training activity.

Competencies

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 - a. Senior Rates Leadership Course (RNLA 103) (Essential).
 - b. DCTS Defence Instructional Techniques Course/Defence Train the Trainer Course (Desirable).
 - c. Basic Care of Trainees (Essential).

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Chief Petty Officer
IMTT Sea

M H Clark
Lieutenant Commander Royal Navy
IMTT OiC