

JOB SPECIFICATION (2010)		JSN	
Position Title	Cadet Training Team (CTT) Team Commander	Date Approved	22 May 2025
Unit	HQ Regional Command CTT	Approved By	COS Cdts Br HQRC
Location		TLB	Army HQ
Establishment Type	Established Post	Rank/Grade	OF2/Captain
Establishment/OET Ref		Service/Type/Arm	Army/E2/FTRS(LC)
UIN/SLIM/JPA PID		Exch/NATO/JSRL No	Nil
Incumbent		Staff/Command	
E-mail		WTE/MSTAR	
Phone Number		Manning Priority	2
Security Status/Caveats	SC/Nil	Assignment Length	36 Months
Reporting Chain	Army	Primary Career Field	Training
1 st RO	OC CTT	Sub Field 1	
2 nd RO	SO1 CCF (A)	Secondary Field	Personnel
3 rd RO		Sub Field 2	
Unit Role: To provide training, support and assurance to the Army's cadet units on behalf of the chain of command within boundaries.			
Position Role: To provide training, training safety, delivery, support, and guidance to the CTT Instructors and JMC CCF(A) Contingents and ACF Counties/Battalions within the AOR.			
Responsibilities:			
1. Responsible to the OC for the line management, MS reporting and all HR related responsibilities for allocated CTT personnel.			
2. Responsible for close working relationship with ACF CoC, & CCF(A) Contingent Commanders, SSIs and Army Section Commanders from allocated CCF Army sections.			
3. Lead on supervision of affiliated TSAs. Ensure that allocated CCF(A)s are conducting training safely in accordance with the Safe System of Training (SST). Oversee CCF training programme; training standards and CCF(A) administration.			
4. Monitor Cadet Experience Reports for allocated CCF(A) contingents. Monitor CCF(A) risk of school closure within AOR and take action to assist in maintaining/supporting CCF(A) as required. Carry out visits to CCF(A) Contingents and liaise with school leadership teams as required.			
5. Deliver/Assist/Monitor/Supervise instruction of Army Cadets in all subjects of the Army's Cadet Syllabus.			
6. Monitor affiliated CCF(A) WESTMINSTER data input. Provide advice to CCF(A) Contingents on use of contingent grants.			
7. In conjunction with the CTT CoC, plan and deliver CTT central camps, courses, and events for both Army cadets and adult volunteers. Support ACF specific events at ACF annual camps as directed by OC CTT.			
8. Any other responsibilities, roles or duties as directed by the Chain of Command.			
Pre Appt/Deployment Trg: Dependent on CTT location, SP must be England/Wales-Enhanced DBS with Barred List Check. Scotland-PVG. Northern Ireland-Access NI Enhanced with Barred List Check. Must have a full, valid UK driving license.			
Domestic Considerations: Some evening, weekend and school holiday working will be required to deliver cadet activities. Nights out of bed will be required to deliver this output.			
Performance Attributes		Priority Component Features	
Leadership		Leading by Example. Role models the desired behaviours, standards and values, supporting a diverse and inclusive culture and providing an inspirational vision for others to follow. Subordinate Development. Facilitates individual and/or team skill development and learning opportunities, actively managing development needs where required across the Whole Force.	
Problem solving and decision making		Risk Management. Takes and supports risk where appropriate. Understands, identifies and effectively manages risks and threats to output against context. Problem Solving. Uses logical and/or creative approaches to inform the best course of action.	
Communication and Influence		Communication. Effectively listens to and conveys thoughts, ideas and direction to others through verbal and written communication. Influence. Identifies key stakeholders and considers differing perspectives of others whilst able to assert own ideas to persuade and negotiate. Engaging Others. Establishes connections and builds rapport to gain support and commitment from others.	
Values and Standards		Values and Standards. Lives by the Values and Standards of own Service, upholding these in challenging or ambiguous circumstances	
Education/Training	Type	Pri	Comments
Military Quals	SA (B) 90 SA (M) 90	Essential Essential	
Other Quals/Competencies	DTcA ATM Driving Licence	Desirable Desirable Essential	To be completed within 12 months of assuming the post To be completed within 12 months of assuming the post Cat B
Education	ICSC(L)	Desirable	IT Skills – A high level of IT Skills (MS Office) required
Language	-		
Experience			Any experience of working with U18's and young adults desirable.
Service/Arm/OGD	Army E2	Essential	Experience and working within an Army training environment desirable
Operational			
Staff	SO3 G3/ G7	Desirable	
Command			
Fields/Trades	Personnel	Desirable	
Environments	Training	Essential	
Other Comments	HQRC require a highly motivated individual who can command a small team of experienced SNCOs, can easily communicate with a broad range of people from Army cadets to school staff and senior officers. Visit https://armycadets.com https://combinedcadetforce.org.uk Contact the CTT to arrange a visit to better understand the role.		
Originator:	Appt: OC CTT	E-mail: @mod.gov.uk	Tel:
Auth by 2nd RO: Lt Col D Deakin RIFLES	Appt: SO1 CCF(A)	E-mail: damion.deakin965@mod.gov.uk	Date: 22 May 2025