

**[UNCLASSIFIED]**

<b>JOB SPECIFICATION (2010)</b>		<b>JSN</b>	
<b>Position Title</b>	SO2 Diversity and Inclusion	<b>Date Approved</b>	5 Jul 22
<b>Unit</b>	HQ ARITC	<b>Approved By</b>	AH WF Pol
<b>Location</b>	Upavon	<b>TLB</b>	Army
<b>Establishment Type</b>	FTRS (LC)	<b>Rank/Grade</b>	Maj/OF3
<b>Establishment/OET Ref</b>	Established	<b>Service/Type/Arm</b>	Army/E2
<b>UIN/SLIM/JPA PID</b>		<b>Exch/NATO/JSRL No</b>	Nil
<b>Incumbent</b>	New Position	<b>Staff/Command</b>	Staff Grade 2
<b>E-mail</b>	ARITC-D&I-SO2@mod.gov.uk	<b>WTE/MSTAR</b>	-
<b>Phone Number</b>	TBC	<b>Manning Priority</b>	3
<b>Security Status/Caveats</b>	SC	<b>Assignment Length</b>	24 Months
<b>Reporting Chain</b>	Army	<b>Primary Career Field</b>	Personnel
1 <sup>st</sup> RO	SO1 Plans ARITC	<b>Sub Field 1</b>	
2 <sup>nd</sup> RO	COS ARITC	<b>Secondary Field</b>	
3 <sup>rd</sup> RO	N/A	<b>Sub Field 2</b>	
<b>Unit Role:</b> Responsible for Army recruitment and basic training.			
<b>Position Role:</b> SO2 D&I is the ARITC lead for delivering Army D&I Campaign Plan Objectives.			
<b>Responsibilities:</b>			
<ol style="list-style-type: none"> <li>ARITC SME advisor on Diversity, Inclusion and Behaviour. ARITC focal point upwards into the Army D&amp;I team and networks and downwards in support of the Diversity &amp; Inclusion (Advisors) in the Op Gps.</li> <li>ARITC lead on Op TEAMWORK – plan and coord all ARITC HQ Op TEAMWORK activity and provide direction and advise to Op Gps for their Op TEAMWORK activity.</li> <li>Deliver Diversity Allies training as required across the command</li> <li>Support and encourage a professionalisation of the networks across ARITC.</li> <li>Provide a wholistic view on Diversity, Inclusion and Behaviours performance across ARITC bringing together data from Climate Assessments, People Surveys, Recruit Training Surveys and the Diversity and Inclusion Log</li> <li>Identify best practice D&amp;I and behaviours training, drive continual learning, and deliver persistent D&amp;I engagement to dependencies.</li> </ol>			
<b>Pre Appt/Deployment Trg:</b> Defence Diversity & Inclusion (Adviser) (DD&I (A)); Defence Diversity & Inclusion (Practitioner) (DD&I (P)); and Defence Diversity & Inclusion (Fundamentals) (DD&I (F)). Climate Assessment Team Leader Course.			
<b>Domestic Considerations:</b> FTRS LC – limited separated service will be required to meet job requirements.			
<b>Performance Attributes</b>	<b>Priority Component Features</b>		
Breadth of Perspective	Considers the implications, both at a strategic or local level, of actions and decisions whilst appreciating the broader context.		
Delivering Results	Demonstrates accountability to achieve objectives, managing resources and information appropriately to meet demands; reviewing priorities as required.		
Problem Solving and Decision Making	Proactively seeks information to inform effective problem solving, enabling timely and sound decisions with appropriate management of risk.		
Communication and Influence	Must be confident and able to brief accurately and at short notice, both on paper and orally, to 2* level.		
<b>Education/Training</b>	<b>Type</b>	<b>Pri</b>	<b>Comments</b>
Military Quals	ICSC(LR)	Desirable	
Other Quals/Competencies	IT literate	Essential	
Education			
Language			
<b>Experience</b>			
Service/Arm/OGD	Army / Any		
Operational			
Staff	Grade 2	Desirable	Previous experience at staff in a 2*/1* HQ.
Command	Sub-unit	Desirable	Sub-unit command is desirable but not essential.
Fields/Trades	Pers	Desirable	Previous G1 experience desirable.
Environments			
<b>Other Comments</b>	This staff officer requires a high emotional intelligence and must have the requisite experience to understand both the unit and formation HQ perspective. Role does not require officer to be in Upavon full time. A working pattern of 2-days every 2 weeks in Upavon would be acceptable.		
<b>Originator:</b> Lt Col LJ Lambert	<b>Appt:</b> SO1 Engagement	<b>E-mail:</b> ARITC-Engagement-SO1	<b>Tel:</b> 01980 618978
<b>Auth by 2<sup>nd</sup> RO:</b> Colonel J Barry	<b>Appt:</b> COS ARITC	<b>E-mail:</b> ARITC-COS	<b>Date:</b> 5 Jul 22

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