

| | Essential | Desirable | Measured by |
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| Qualifications Training | <ul style="list-style-type: none"> • Educated to GCSE Standard at Grade A – C for a minimum of 5 GCSEs including Mathematics and English, or equivalent qualifications • Access to a car or means of mobility support | <ul style="list-style-type: none"> • SA(90)B Range qualification • SAA Train and Weapon Test Cadets • SA07(M) or equivalent • SML or JSMEL • KGVI Course at CTC • SP/RLT climbing qualifications • HAZMAT qualification • First Aid qualification • Outdoors activity qualifications (RYA/BCU etc). | A/Q |
| Experience | <ul style="list-style-type: none"> • Previous military or cadet experience • Developing and maintaining positive working relationships with a range of students in order to provide guidance and support • Experience of communicating with a range of individuals, including parents/carers and outside agencies in an appropriate manner • Experience of managing a busy workload whilst maintaining high standards • Collaborative working within a team | <ul style="list-style-type: none"> • Hold or have held rank of SNCO/WO/Officer • Experience of working to support children's learning gained in a relevant environment • Experience of work in a school environment or educational establishment • Experience of school monitoring systems and using this data to identify issues promptly and accurately • Experience of recognising early signs of disengagement | A/I/R |
| Knowledge, Skills and Aptitudes | <ul style="list-style-type: none"> • Committed to safeguarding and promoting the welfare of children and young people • Be computer literate – MS office • Have good administration skills • Ability to control accounts, book transport and courses • Awareness of Health and Safety in a Military/ Cadet environment • Knowledge of the Cadet forces ethos and desire to support, encourage and develop Cadets • Ability to work on own initiative or under pressure and prioritise workload • Understanding of areas of learning, e.g. literacy, numeracy, science, SEN • Knowledge of a range of classroom behaviour strategies • Good communication skills | <ul style="list-style-type: none"> • CQMS qualification or store ACCT experience • Be familiar with and ability to use the Westminster MOD Database • Experience of Armed Forces • An understanding of curriculum matters • Evidence of Safeguarding/ Child protection and the Data Protection Act • Knowledge of the academic and pastoral ethos of a school environment • A sound knowledge of school systems, up-to-date curriculum and correct academic procedures; and using this knowledge to help guide individuals through the learning process | A/I/R |

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| <ul style="list-style-type: none"> • Work accurately and methodically with attention to detail • Deal sensitively with people to resolve conflict • High level of emotional intelligence • Ability to cope well with pressure and keep calm in challenging situations • Friendly and outgoing • Ability to develop and maintain professional relationships • Commitment to high standards • Commitment to team work • Willingness to learn • Humour and resilience • Reliability and integrity • Ability to motivate students and engage them with their learning • Ability to produce accurate work to tight deadlines • Excellent communication skills and the ability to relate to a wide range of people and adapt approach as appropriate | | |
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Measured by Key:

A - Application form

I - Interview

Q - Qualification check

R - References