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| See Distribution | Reference: EM-Col Cdts-21 |
| 11 February 2021 |

**Vacancy for Colonel Cadets (East Midlands) HQ 7th Infantry Brigade and HQ East**

A vacancy will occur in September 2021 for the post of Colonel Cadets (East Midlands) (Col Cdts (EM)) with Headquarters 7th Infantry Brigade and HQ East, Kendrew Barracks, Cottesmore, Oakham, Rutland. LE15 7BL.

The primary role of Col Cdts (EM) will be to advise the Brigade Commander on Combined Cadet Force (CCF)(Army) and Army Cadet Force (ACF) issues within East Midlands and support the Brigade in discharging its responsibilities for the direction and supervision of CCF(A) and ACF activities through the full involvement of the ACF and CCF(A) Chains of Command.

Candidates must have served as a CCF(A) Contingent Commander or ACF County Commandant. The Col Cadets will receive Voluntary Allowance (VA) as per the rank of ACF Lieutenant Colonel and wear the rank of ACF Colonel.

The appointment is for an initial term of three years. A successful candidate will require MoD security clearance to SC level and a satisfactory DBS Enhanced Disclosure.

The post of Col Cadets is a voluntary appointment and may receive up to 28 days per annum of VA. . In addition, expenses from residence to place of duty and motor mileage allowances may also be claimed when on official duty.

Electronic copies of the Job Description and a blank application form can be obtained via email from the Deputy Chief Executive (DCE) of East Midlands Reserve Forces and Cadet Association (EM RFCA) [em-cedep@rfca.mod.uk](mailto:em-cedep@rfca.mod.uk) or by following the links on the EM RFCA website <http://www.eastmidlandsrfca.co.uk/about/vacancies>. Completed applications and a current CV are to be sent electronically to [em-cedep@rfca.mod.uk](mailto:em-cedep@rfca.mod.uk) by 31 March 2021.

Applicants who are shortlisted will be required to attend interviews at the end of April or beginning of May 2021. This may be Face-to-Face or via an appropriate on-line platform, such as ZOOM or SKYPE, COVID-19 restrictions will dictate. The successful applicant will take up the appointment in September 2021.

All queries or questions regarding this post or the application process should be directed to:

Deputy Chief Executive

East Midlands Reserve Forces and Cadet Association

Reserve Centre Triumph Road

Nottingham.

NG7 2GG

Phone: 01159 248613

E-mail: [em-cedep@rfca.mod.uk](mailto:em-cedep@rfca.mod.uk)

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**HQ 7th INFANTRY BRIGADE and HQ EAST**

**COL CADETS – POST SPECIFICATION**

**General**

1. To support the Brigade in discharging its responsibilities for the direction and supervision of CCF(A) and ACF activity through the full involvement of the ACF and CCF(A) Chains of Command.
2. The Colonel Cadets must have served as an ACF County Cadet Commandant or a CCF(A) Contingent Commander.
3. The incumbent must have a good working knowledge of the Bde, ACFA / CCFA, the RFCAs, regional and national cadet matters and have sufficient time to carry out the role. Must be willing and able to travel independently throughout the Bde Area of Responsibility.
4. Must be cleared by an enhanced DBS check.

**Role and Responsibilities**

1. Advise the Bde Comd, from a senior perspective, on CCF(A) and ACF issues across the region in order to best enable the Commander to meet their duty of care responsibilities. The post holder will have direct access to the Bde Comd.
2. Ensure that the Bde Comd’s intent is understood and applied by CCF(A) and ACF units in line with the Bde Directive.
3. In conjunction with the Cadet Training Team (CTT), ACF County Comdts and CCF Contingent Comds, continuously improve the quality and effectiveness of cadet activity whilst ensuring adequate safety in order to fulfil the ACF and CCF Charters and the Bde Plan.
4. In conjunction with the Bde Comd, Regional RFCA, Head Teachers, ACF Comdts and CCF Contingent Comds, ensure there are robust succession plans for key CFAV appointments within the Bde AOR (mainly County HQ posts).
5. Maintain regular communications with each ACF County Comdt and CCF Contingent Commander[[1]](#footnote-1).
6. Assist the Bde Comd in the selection of candidates for CCF commissions in the Bde area.
7. Attend Bde ACF, CCF and RFCA conferences/meetings as required and be prepared to represent the region at ACFA meetings if/where necessary.
8. Liaise closely with, and support (where required) the SO2 Cadets and OC Cadet Training Team.
9. Establish and maintain links with tri-Service cadet bodies (SCC, RAFAC) in order to identify and develop areas of mutual interest, and where possible suggest best practice.
10. Attend Command Group and Bde Conferences.
11. Visit CCF(A) and ACF activities sufficiently to discharge role. Attend CCF Central Camp/ACF Annual Camps and Bde Cadet events as far as practicable.
12. Attend, if required, ACF County Comdts and Deputy Comdt Selection Boards.
13. Participate in CCF Biennial General Inspections as required.

**Performance Attributes**

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| Subordinate Development | Encourages subordinates in their personal and professional development. |
| Judgement | Demonstrates critical application of available info to arrive at sound, timely decisions. Demonstrates an understanding of critical national issues and policies which impact on cadet activity. |
| Courage & Values | Behaves in accordance with the Army’s Values & Standards, codes of conduct and sets an irreproachable personal example with a clear sense of the Cadet ethos. |
| Powers of communication | Displays good oral and written communication and has ability to inform and network well throughout the regional community. |
| Reliability | Demonstrates a sense of duty and commitment while being a reliable self-starter. |

1. Note that a contingent Commander may be from another Service, either RN or RAF. [↑](#footnote-ref-1)