

County Deputy Cadet Commandant

Location	Reports To	Rank Range	Appointment Type
County ¹	County Commandant	Lt Col	Primary

Initial three-year appointment, extendable by two years following review by RPoC Commander if in best interests of the ACF.

Eligibility

	Essential	Desirable
Qualifications	Must have held a Land Forces or Cadet Forces Commission Selected iaw CFSO on Senior Adult Volunteer Appointments	Significant CFAV experience or work in the voluntary or youth sector Attendance in last three years at the Senior Officers Course at CTC Frimley Park

Skills and experience

Personal skills and experience	Effective Intelligence	Ability to plan, to solve problems and seek alternate options for solutions in a youth organisation that carries out a wide range of activities, some with 'risk to life' activities
	Judgement	Able to assess and managing risk, including the safeguarding of young people
	Power of Communication	Strong inter-personal, team building communication skills with a wide range of stakeholders including volunteers, professional support staff, the Army, and other services, RFCAs, business and civic leaders, educationalists, parents, and children
	Values / Courage and Values	Strong personal values, along with a detailed understanding of the core values and standards of the Army's Cadets. Good understanding of contemporary issues e.g. BAME, Diversity and Inclusion
	Reliability	While a voluntary role, must be able to commit sufficient time to carry out role effectively

¹ Or Battalion or Sector

	Technical / Overall experience	Understanding of military administration and reports, including financial; Experience of working with young people and volunteers
	Staff and Command	Ability to command, motivate and lead volunteers in a military themed youth organisation, supported by a civilian team
	Subordinate development	Ability to identify and develop CFAVs, including for Cadet Force commission

Role Responsibilities

Ser	Main Activities	Ser	Key Tasks / Responsibilities
1	Leadership, Management and Supervision	1.1	Deputise for the Cadet Commandant in their absence.
		1.2	Identify and advise the Commandant on strengths and areas for development within the County, including Areas and Detachments
		1.3	Advise on the deployment, development, and discipline of CFAVS and Cadets within the County.
2	Training/Delivery Planning / Organisation	2.1	Assist in the planning and delivery of county activities to deliver the best possible Cadet Experience
		2.2	Contribute to the County Annual Forecast of Events
3	Administration	3.1	Command the county, ensuring that primary and secondary roles are recruited to, that training and development of CFAV is in place and that identification, selection and mentoring of newly appointed postholders is in place, including candidates for CFCB
4	Attendance	4.1	Attend and contribute to county command conferences
		4.2	Attend annual and weekend camps.
		4.3	Attend the CTC Frimley Senior Officers course within one year of appointment
		4.4	Attend other activities as required e.g. RPoC commandant conferences, civic engagements
5	Governance	5.1	Ensure that all activities are delivered within a safe operating envelope
		5.2	Monitor and maintain the welfare of all CFAV and Cadets while attending ACF activities
		5.3	Ensure that security policies and guidelines are adhered to.
		5.4	Maintain personal Governance qualifications: Responsible for Information, annual Safeguarding update, and any other mandatory training requirements.
		5.5	Support training governance and assurance activities, which may include co-ordinating and attending relevant meetings, and ensuring compliance with CFSO 3248 and 3249
6	Safeguarding	6.1	Everyone who works with children has a responsibility for keeping them safe.

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			<p>Must take prompt action when you identify any concern about the wellbeing of any child and must seek advice if unsure. Such action will always include informing the County CEO of the concern. Must call 999 immediately if there is an imminent risk of harm to a child.</p> <p>It is a personal responsibility for ensuring Disclosure Certificate clearance and Safeguarding training is in-date.</p>
		6.2	<p>Must seek out and engage with opportunities to invest in an appropriate, child centred culture in area of responsibility. This will involve prioritising the wellbeing and lifelong success of young people, and robustly addressing inappropriate behaviours and values.</p>
		6.3	<p>Must remain familiar with and apply the regulations around safe recruitment in the Army Cadets and follow these principals and policies.</p>
7	Relationship, Collaboration, Advocacy	7.1	<p>Develop a close and effective working relationship with the County Commandant</p>
		7.2	<p>Work closely with the county professional support staff, and Senior CFAVs within the County</p>
		7.3	<p>Promote and Represent the ACF within local communities.</p>
		7.4	<p>Maintain good relationships with local Regular and Reserve Army units and other cadet organisations including the CCF</p>
8	Assurance/accountability	8.1	<p>Monitor and report on the effectiveness of Area and Detachment training and activities, including progression of cadets through the Army cadet Syllabus</p>
		8.2	<p>Conduct audits and inspections as directed by the County Commandant</p>
9	Additional Duties – subject to Commandant’s direction.	9.1	<p>Coordinating and managing all external events.</p>
		9.2	<p>Representing the County in all Defence Relationship Management activities.</p>
		9.3	<p>The management of the County Training Team.</p>
		9.4	<p>Line management of County SMEs appointed by the Commandant.</p>
		9.5	<p>Chairing regular meetings of the County Training Team.</p>
		9.6	<p>Ensuring that CFAV and cadet training opportunities are well communicated and understood.</p>