

Squad Instructor

48 hours per week. 2 Years Fixed Term contract

Department:	Cadet Training Centre	Level:	Support 3
Reporting to:	Partnerships Manager	Location:	Frimley Park, Surrey

Job Description

Purpose of the Post

The Cadet Training Centre, Frimley Park is the national training centre for the Combined Cadet Force and the Army Cadet Force. The majority of instruction is carried out for students from these organisations attending weeklong residential courses. Courses normally assemble mid Sunday afternoon and disperse Friday afternoons. There are in addition, courses that form up earlier on weekends or some conferences which may require attendance.

The Squad Instructor aims to instruct and qualify Cadet Force Adult Volunteers in the Cadet Forces to deliver demanding, realistic, interesting, progressive and safe training.

Principal Responsibilities

- Plan, organise, resource and deliver squad level training.
- Debriefing, coaching, mentoring and reporting responsibility associated with a Squad Instructor.
- Plan and conduct training (including the production of appropriate written work) as directed by Commanding Officer (CO) CTC. This includes staying out overnight.
- Provide subject matter expertise, advice and guidance to Cadet Force personnel on training matters.
- Conduct continuous improvement through internal validation of courses delivered.
- Identify and evaluate innovative/emerging training methods and media to improve training capability.
- Identify, share and promote best practice within the Cadet Training Centre.
- Supervise and assess Assistant Directing Staff performance and coach them on how to improve as instructors.
- Any other task directed by CO CTC.

Squad Instructor Job Description – 25 July 2025

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Criteria	Essential	Desirable	Methods of assessment
Qualifications and Training	<ul style="list-style-type: none"> ▪ Good general education ▪ Full UK driving licence (manual) 	<ul style="list-style-type: none"> ▪ SAAI Cadet ▪ SA (K)(17) C ▪ SA (SR)(07) C or ▪ SA (LR)(07/23)C ▪ SA (M)(07) C ▪ SA (A/B) (90)/(18) ▪ Risk Assessment Practitioner ▪ Obstacle Course Supervisor (OCS) ▪ D1 driving licence entitlement 	<ul style="list-style-type: none"> ▪ Application form ▪ Interview ▪ Certificates
Experience and Knowledge	<ul style="list-style-type: none"> ▪ Accustomed to working under pressure for a demanding team 	<ul style="list-style-type: none"> ▪ An understanding of policy relating to young people ▪ Understanding of the Armed Forces ▪ Served in a Command Appointment within the Cadet Forces 	<ul style="list-style-type: none"> ▪ Application form ▪ Interview ▪ Presentation ▪ Lesson Delivery ▪ References
Skills and Ability	<ul style="list-style-type: none"> ▪ Ability to arrive at sound, timely decisions ▪ Use personal experience to enhance instructor delivery and training methods ▪ Ability to communicate effectively with senior officers ▪ Effective interpersonal skills, in particular influencing skills ▪ Ability to work on own initiative ▪ Enthusiasm, flexibility, resilience and innovation ▪ Personal credibility and confidence 	<ul style="list-style-type: none"> ▪ ADS experience at CTC Frimley 	<ul style="list-style-type: none"> ▪ Application form ▪ Interview ▪ Presentation ▪ Lesson Delivery ▪ References

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