

CORE Education Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment.

Job Title: CCF. Contingent School Staff Instructor - (SSI)	Salary Range: Grade 4. £25, 951 - £32, 486 An opportunity to claim up to 51 paid days at the current MOD SSI rate.
Accountable to: Deputy Headteacher / Contingent Commander	

Job Purpose and Responsibilities

To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.

To contribute to raising standards of student attainment through CCF participation.

To share and support the academy's responsibility to provide and monitor opportunities for personal and academic growth whilst fostering the academy's ethos providing equal opportunities for all.

To take an active responsibility for the safeguarding and welfare of all students and young people within the academy.

School Staff Instructor

To support the Contingent Commander in running the CCF.

Develop a culture within the academy to ensure a flourishing CCF.

To administer the CCF including HR, payroll, maintain the CCF MIS (Westminster/Bader).

To organise and deliver appropriate military training in conjunction with the Contingent Commander and Section officers.

Develop Cadet Force Adult Volunteers (CFAV's) to ensure they attend relevant courses.

Be the Subject Matter Expert on all CCF matters including respective single service policy and doctrine.

Be responsible for all aspects of security and maintenance of issued kit, equipment and weapons.

Support the organisation and delivery of all CCF activities.

Ensure all aspects of Health and Safety are of the highest standards.

Act as liaison with sponsor units, single service HQ's and the local Cadet Training Teams.

Lead on the development of Duke of Edinburgh Awards.

Supporting staff with a range of education activities which may include alternative provision, STEM, outdoor education, aspects of careers advice, literacy and numeracy.

Pastoral

To develop a significant pastoral role within the academy which will be explored at interview. This may include academy duties, behaviour support, counselling, mentoring, sanction management.

To be an active member of the Pastoral Team, providing support for students and staff.

To play a full part in the life of the academy community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

To ensure compliance with all policies and procedures relevant to the position.

Report as appropriate the Deputy Headteacher and all relevant stakeholders.

The above is not exhaustive and maybe amended commensurate with the post holder's salary and grade as required by the Headteacher