



SINCE 604 AD

KING'S SCHOOL

ROCHESTER

Post title:	CCF ARMY Section Commander
Reporting to:	Contingent Commander
Hours of work:	5 hours per week, term time only
Salary:	To be discussed at interview
Commencing:	September 2025

Introduction

King's School Rochester is a co-educational, independent school with 680 pupils between the ages of 3 and 18, including 50 boarders. King's is formed of a Nursery/Pre-Preparatory School, a Preparatory School and a Senior School. The size of the school creates a strongly supportive, friendly atmosphere with an emphasis on excellent academic results within a full and rounded co-curricular programme. Sport is a strength of the school with regular fixtures and pupils representing at county and national level.

The school is situated in the most historic part of Rochester, adjacent to the Cathedral and Castle. Rochester is 35 minutes from London on the high speed rail link and enjoys excellent road connections to other parts of the country. The school has a long heritage, having been founded in 604 AD and is part of the Cathedral Foundation. While candidates need not be Anglicans, it is important that they should feel sympathy with the Christian tradition of the School and in particular its moral values. The Principal is a member of HMC and the school is also a member of IAPS, CSA and the Woodard Corporation.

The Department

The CCF Contingent at King's School Rochester started in 1911 as the Officer Training Corps and transferred to the Combined Cadet Force in 1948. The Contingent is made up of three sections (Army, Airforce and Navy) with a total of 160 cadets of which 70 are in the Army Section, parading on a Friday afternoon during curriculum time and with a busy forecast of events available for the wider cadet experience.

Role

Working closely with the Contingent Commander to develop / lead the ARMY Section and enable pupils to gain the wider cadet experience and develop leadership, team work, resilience, discipline and skills for the future.

Main Responsibilities

- Promote values and standards.
- Promote section and contingent activities.
- Support trip/activity preparation.

- Produce weekly section orders and manage training.
- Mentoring / Managing section staff.
- Meet / Communicate with section staff.
- Manage section dress and deportment.
- Complete registers on parade or activities.
- Debrief with the section officers at the end of training.
- Quality assurance.
- Liaise with Contingent Commander weekly.
- Manage consent form collection for activities with Section Officers.
- Update Westminster/Bader.
- Write and update the section training program.
- Input on the Forecaster of events.
- Liaise with the single service representatives.
- Complete annual training.
- Collating the sections King's Awards termly.
- Single service conference attendance.

Person Specification

Essential

- CFAV in the ARMY Section.
- Experience of running a CCF ARMY Section or ACF detachment.
- Competent Westminster user.
- Maintain high standards of delivery and enable pupils to develop in all areas.
- Maintain positive relationships with colleagues, pupils and parents.
- Actively support the ethos of King's School Rochester.
- Being a strong role model for pupils and staff.

Desirable

- Holds a Cadet for Commission.
- Holder of ARMY cadet specific Qualifications.
- Holder of Adventure Training Qualifications.
- My drive / FMT600 - D1 (Minibus) Licence Holder.
- Demonstrate a keenness to undertake continuing professional development.

Working pattern

- On site hours during term time are Fridays 1.00-4.30pm.
- Throughout the course of the academic year Field Days take place (mid October and end of May), CCF activities take place on those days 7.30am-5.00pm.
- 1.5 hours per week preparation time (on/off site to be discussed at interview).
- Additional hours for trips, activities and camps can be claimed through the CFAV Voluntary Allowance.

This job description forms part of the contract of employment of the person appointed to the post. The duties, responsibilities and accountabilities highlighted in this job description are indicative and may vary over time at the discretion of the school. This job description will be reviewed annually and is an integral part of the appraisal and line management process.

Early applications are encouraged and we reserve the right to close the vacancy if a suitable candidate is found. King's Rochester is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

The School has a legal responsibility to ensure that all its employees have the legal right to live and work in the UK. Therefore, you will need to provide original documents verifying that you are eligible to work in the UK for the interview. Details of these will be provided in the invitation to interview. All candidates invited to interview must bring the original documents confirming any educational and professional qualifications that are necessary or relevant for the post.

KING'S ROCHESTER IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND FULFILLS ALL ITS RESPONSIBILITIES UNDER CURRENT CHILD PROTECTION AND SAFEGUARDING LEGISLATION IN ACCORDANCE WITH GOOD PRACTICE IN THE CARE OF YOUNG PEOPLE, ESPECIALLY THOSE LIVING AWAY FROM HOME.

WE EXPECT ALL STAFF AND VOLUNTEERS TO SHARE THIS COMMITMENT. CANDIDATES WILL BE EXPECTED TO UNDERGO CHILD PROTECTION SCREENING APPROPRIATE TO THE POST INCLUDING DISCLOSURE AND BARRING SERVICE CHECKS AND ALLOW CHECKS ON THEIR BACKGROUND AND IDENTITY INCLUDING CHECKS WITH PAST EMPLOYERS AND SUITABLE REFEREES.