

**Escort Officer
Army Cadet Force Association
Job Description**

Job Title:	Escort Officer	Position Type:	Fixed Term
Department:	Operations	Level/Salary Range:	£72.00 per day
Responsible for:	Escorting Royal Canadian Army Cadets and Officers during Exercise Maple Leaf 20	Travel Required:	Yes
Reporting to:	National Events Development Officer	Closing Date:	12 th January 2020
Location:	Holderness House, 51-61 Clifton Street, LONDON, EC2A 4DW		

Job Description

Purpose of the Post:

- Escorting and supporting the Royal Canadian Army Cadet (RCAC) cadets and officers during Exercise Maple Leaf 2020. This post requires a well organised leader with knowledge of UK Army Cadets (ACF and CCF), strong communication skills and an ability to work on their own initiative.

Principal Responsibilities:

- Escort the RCAC party throughout the exchange, including reception and dispatch from the airport and transport between phases.
- Lead a tour encompassing UK history and culture around the designated areas of the country.
- Escort a Battlefield Study of the World War battlefields of Belgium and northern France. This will require a pre-operation recce of the tour locations. Specialist guides will be attached to this phase of the exchange.
- Assist with training support for the Camp phase.
- Be prepared to further support the activities of each phase of the exercise as required.
- Act as the point of contact between RCAC party, the Officer in Command of each phase and Headquarters Regional Command (HQ RC) Cadets Branch.

You will be “called out for training” by the parent unit on unpaid training in order to be on Duty as a Cadet Force Adult Volunteer (CFAV) in your existing rank.

You will be given three and a half days leave which must be taken as directed by the ACFA.



ACFA is a charity registered in England and Wales (No. 305962) and Scotland (SC039057)

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Criteria	Essential	Desirable	Methods of assessment
Qualifications and Training	<ul style="list-style-type: none"> ▪ First Aid Certificate ▪ A commissioned ACF or CCF CFAV ▪ A current FMT 600 ▪ A passport that expires no earlier than February 2021 	<ul style="list-style-type: none"> ▪ FMT 600 – D category to drive minibuses. 	Application form, interview, certificates
Experience and knowledge	<ul style="list-style-type: none"> ▪ Experience of leading cadet activities ▪ Experience of dealing with cadet or instructor discipline issues 	<ul style="list-style-type: none"> ▪ Experience of Battlefield Studies. ▪ A knowledge of the history and battlefields of WW1 and WW2 in Europe, principally Ypres, Passchendaele, the Somme and Dieppe. 	Application form, interview, references
Skills and ability	<ul style="list-style-type: none"> ▪ A calm and professional manner ▪ Able to quickly establish a rapport with RCAC officers ▪ Excellent written and verbal communication skills ▪ Ability to keep both formal and informal written records ▪ Adaptable to changing circumstances ▪ Able to effectively relay relevant information in a concise and interesting manner ▪ Enthusiasm, flexibility and innovation ▪ Personal credibility and confidence 		Application form, interview, references

