

Job Title: Contingent Commander – Combined Cadet Force (CCF)

Location: Stanground Academy

Reports to: Principal

Salary: [Insert appropriate salary band or honorarium if applicable]

Contract Type: [Full-time/Part-time/Term-time only]

Start Date: [Insert date]

Job Purpose

The Contingent Commander is responsible for the leadership, strategic direction, and overall delivery of a vibrant and effective CCF contingent at Stanground Academy. The role requires a passionate and organised individual with a strong forces background and the capability to manage staff, oversee training, and ensure cadets have a rewarding and exciting experience.

Key Responsibilities

Leadership and Vision

- Inspire and lead all sections of the CCF, ensuring an engaging, structured, and rewarding programme for cadets.
- Maintain and develop the high standards and reputation of the CCF within the academy and wider community.

Recruitment and Retention

- Lead on recruitment initiatives to grow cadet numbers across all service sections (Army, RAF, Royal Navy if applicable).
- Monitor and support retention through motivating training, leadership development, and meaningful cadet progression pathways.

Staff Management and Development

- Line manage the School Staff Instructor (SSI) and CCF staff team.
- Recommend the appointment of suitable SSI and contingent officers to the Principal in line with established posts.
- Support staff development and ensure all CCF personnel are appropriately trained and qualified.

Training and Events

- Oversee planning, delivery, and review of training sessions, field days, camps, and adventure training in accordance with MOD and CCF guidelines.
- Ensure all logistical aspects (transport, accommodation, catering) are efficiently managed for CCF events and camps.
- Ensure the effective use of Westminster Management Information System for planning, communication, and record-keeping.

Health and Safety

- Ensure robust Risk Assessments are in place and reviewed regularly for all CCF activities.
- Oversee all health and safety aspects, ensuring compliance with MOD regulations and safe conduct of all training.
- Maintain up-to-date records of qualifications, DBS checks, and training for all CCF staff.

Budget and Resources

- Work with the school finance team to manage the CCF budget effectively.
- Oversee procurement and maintenance of uniforms, equipment, and supplies.

Ceremonial and Representation

- Organise and manage all ceremonial duties including Remembrance events and parades.
- Represent the Academy and its CCF at MOD briefings, regional training meetings, and other related forums.
- Keep the Principal and senior leadership team informed of developments within the CCF.

Person Specification

Essential:

- Significant experience in the armed forces or cadet forces, with understanding of CCF structure and operations.
- Proven ability to lead and inspire young people and adults in a training environment.
- Previous experience in recruitment, event planning, and staff supervision.
- Strong organisational, communication, and interpersonal skills.
- Understanding of safeguarding, health and safety, and MOD compliance requirements.
- IT literacy, including use of Westminster MIS or willingness to undertake training.

Desirable:

- Previous experience as a Contingent Commander, SSI, or officer within the CCF.
- Budget management experience.
- Qualified to deliver adventurous training or fieldcraft.
- Awareness of DfE and CCF expansion initiatives.

Safeguarding and Equal Opportunities

Stanground Academy is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will be required to undergo enhanced DBS clearance and follow all safeguarding policies and procedures.

