

<u>Appointment Title</u>	Senior Training Cadet (Sr Trg Cdt)
Alternate Title	Chief of Training (Chief Trg) *Sea Training Master Warrant Officer (Trg MWO) *Army Training Warrant Officer Second Class (Trg WO2) *Air
Tier	CPO2/MWO/WO2
Number of Positions	As required.
General Description	The Senior Training Cadet is responsible for assuring the quality of cadet training, assign assessors for Performance Checks, and liaise between departments, instructors and the Training Officer.
Reports to	Training Officer (Trg O)
Responsible for	<ul style="list-style-type: none"> • Instructors (Instr) • Specialist Instructors (Spec Instr) • Cadet Training Assistants (Cdt Trg A)

Rank requirements	<ul style="list-style-type: none"> • Chief Petty Officer Second Class • Master Warrant Officer • Warrant Officer Second Class
Essential Knowledge, Experience and Qualifications	<input type="checkbox"/> Completed Year 4 training. <input type="checkbox"/> Entered into the CPO2/MWO/WO2 Rank Eligibility List. <input type="checkbox"/> Knowledge of cadet corps/squadron training and routines. <input type="checkbox"/> Experience as a Team Leader. <input type="checkbox"/> Held a PO1/WO/FSgt appointment.
Asset Knowledge and experience	<input type="checkbox"/> Experience working as an Instr, Spec Instr or Cdt Trg A. <input type="checkbox"/> Proficient instructor. <input type="checkbox"/> Familiarity with QSP, assessment, and training documents. <input type="checkbox"/> Completion of PO 409. <input type="checkbox"/> Completed an instructor-level summer training course.

Primary Duties	<input type="checkbox"/> Maintain a list of Instrs. <input type="checkbox"/> Coordinate with the Trg O when assigning lessons to instructors well in advance of training date. <input type="checkbox"/> Review lesson plans and provide feedback. <input type="checkbox"/> Delegate supply and training equipment requests from instructors to Trg As. <input type="checkbox"/> Ensure delivery of supply and training equipment to Instrs. <input type="checkbox"/> Co-establish reasonable expectation amongst instructor team, training department, standards department, and Trg O. <input type="checkbox"/> Seek feedback from instructors and cadets about training. <input type="checkbox"/> Bring feedback from cadets and Instrs to Trg O and Training Planning Sessions. <input type="checkbox"/> Attend Training Planning Sessions with Trg O. <input type="checkbox"/> Liaise with Senior Standards Cadet and Instrs to determine appropriate PO assessment dates.
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	<ul style="list-style-type: none"> <input type="checkbox"/> Inform cadets of PO assessment dates and methods. <input type="checkbox"/> Liaise with Trg O and instructors to arrange the appropriate number of assessors. <input type="checkbox"/> Assist with assessments for cadets. <input type="checkbox"/> Provide feedback to cadet assessors. <input type="checkbox"/> Mentor Instrs and Spec Instrs in lesson observation and formative feedback methods. <input type="checkbox"/> Ensure Instrs and Spec Instrs are trained to fill an appointment of higher authority. <input type="checkbox"/> Serve as an example and role model for instruction and deportment. <input type="checkbox"/> Contribute to promotion, appointment, and training meetings. <input type="checkbox"/> Contribute to succession planning discussions. <input type="checkbox"/> Provide feedback to the chain-of-command on an instructor's performance.
Secondary Duties	<ul style="list-style-type: none"> <input type="checkbox"/> Liaise with Standards Department to conduct professional development for instructors and assessors, as required.
Conditions of Appointment	<ul style="list-style-type: none"> • Conducts duties regularly without reminders or significant intervention. • A cadet who is one rank lower or one level lower could be considered should no other members be available.