



THE ROLE

Fire Cadet Instructor (Green Book) Secondary Contract

Department:	Prevention – Education & Specialist Intervention Team
Role Code:	SC56
Grade/Rank:	£19.26 per hour
Responsible to:	Education & Specialist Intervention Manager and Lead Instructor
Responsible for:	No line management responsibility

Job Purpose:

To assist in the delivery of the NFCC Fire Cadet and Duke of Edinburgh Awards at Halstead Fire Cadet Unit and the wider Education and Specialist Intervention award winning intervention schemes across Essex. To support instructors to facilitate and deliver the Fire Cadet Award and Duke of Edinburgh Award.

Main Duties and Responsibilities:

1. To support the training and development of students as directed by the Cadet Lead and wider department and support their needs as appropriate.
2. To work with the cadets and cadet leaders during local initiatives to minimise risks to the community.
3. To support the cadet team with any administrative tasks as and when directed, including the administration of the Fire Cadet Management database and eDofE.
4. To support the cadet scheme by making suggestions that will contribute to it's development and inform future practice.
5. To support the cadet scheme by developing social action activities within the community to support fundraising and volunteering.
6. Maintain knowledge and compliance with child protection and safeguarding policy and requirements.

7. Attend regular bespoke refresher training as and when required.
8. To implement the principles of the Service's Equality and Diversity Policy whilst carrying out the above duties.
9. To adhere to Health & Safety Legislation/Relevant Service Policies and Procedures and to take reasonable care for the health and safety of yourself and other persons in your care / under you supervision.

**An enhanced DBS check will be required in the event of a successful application.
Having a criminal record will not necessarily be a bar to obtaining a position.**