



## Adult Senior Non-Commissioned Officer (SNCO ATC)

SNCO's are the backbone of the Air Cadet Organisation and are uniformed instructors, wearing the same uniform as their regular counterparts, but are not members of the reserve forces. They are Cadet Forces Adult volunteers and can be found undertaking a wide variety of roles and responsibilities in the organisation. They are primarily responsible for the Drill, Dress and Discipline within the Corps as the primary role of an NCO dictates. Many NCO's specialise in their areas of interest, whether it is Adventure Training, Shooting, Music or Drill.

### Eligibility Criteria:

- Aged between 20-65
- Have resided within the United Kingdom for a period of 5 years
- Be subject to defence vetting and DBS Police Checks
- Have a minimum of 12 hours per month to spare.

### Selection and Training:

- Must attend complete 3 months service as a Civilian Instructor if not from a Military background.
- Must attend a BASIC adult induction course (1 Day within 6 months of joining the organisation and then attend the Pre-Uniform Course (2 Days).
- Pass a Wing Board Interview with Senior Officers
- Upon successful pass of Wing Board, must attend the SSIC course within 12 months of appointment at RAFC Cranwell, HQAC Adult Training Facility. (1week course)

*There will be variations in the selection and training for ex-service personnel dependent on rank at time of leaving and length of service.*

### Remuneration and Allowances:

As a SNCO you will be entitled to claim up to 28 days remuneration at the level appropriate to your rank. In addition your uniform will be provided free of charge and exchanged free of charge as required also, with the exception of the MTP Personal Clothing System. SNCO's are eligible for home to duty mileage claims and mileage claims for journeys to organised and official training and events at the current claim

### Expectations of the Role and Development:

SNCO's are expected and required to uphold the values of the Air Training Corps and the Royal Air Force, acting accordingly within the terms of the organisation. Joining as a sergeant you have the chance to rise to the rank of Warrant Officer on fulfilling the required promotion criteria, which is based on time served and meeting set criteria, most of which you will complete during your normal ACO activities. SNCO's accompany cadets on all activities, from Shooting to Flying, Adventure Training to Annual Camps and Field Craft. Our activities are not held solely in the UK and there are opportunities for travel abroad.

There are also many opportunities to gain professionally recognised management and leadership qualifications at several different levels. In addition there are numerous qualification courses available to you to develop your specific areas of interest, some delivered locally and others nationally.



### Make a difference

Your role is vital to the success of our cadets. You'll see your dedication and effort pay-off in the achievements you inspire amongst our members. But it isn't just the cadets that benefit - you'll get involved in many squadron activities and have the same kinds of opportunities as cadets to develop your leadership skills and gain qualifications in things such as mountain leadership, First Aid and NVQs that may be useful to you in your career. You'll also have as much fun as the cadets do!

### Qualifications - Develop Yourself, while developing others.....

#### City & Guilds Graduateship in Youth Management and Training (Level 6)

A vocational award, the Graduateship provides distinctive and formal recognition of personal achievement and the application of professional and technical expertise within the Cadet Forces. You must demonstrate, through written work, a knowledge and competency equivalent to that which could be expected of a graduate at Honours degree level, or someone who has gained a vocational qualification or NVQ at Level 6.

#### City & Guilds Licentiateship in Youth Leadership and Training (Level 4)

Similar to the Graduateship, this award is suitable for those with a supervisory/first line management skills level and is available to any instructor who has completed a minimum of 5 years Adult Cadet Forces service.

#### ILM Introductory Certificate in First Line Management (Level 3)

The Institute of Leadership and Management (ILM) Award in First Line Management is a concise qualification which gives an introduction to the basic skills, knowledge and understanding required by today's first line manager. The mandatory unit 'Solving Problems and Making Decisions' is designed to develop practical techniques for tackling managerial problems and making decisions from gathering and interpreting information through to the effective communication of outcomes.

#### Edexcel NVQ Assessor Award (Level 3)

National Vocational Qualifications (NVQ's) are an alternative route to gaining a qualification that's based on a work role which assesses the skills and knowledge required to deliver and train First Aid within a Cadet Force. The Assessor and Verifier NVQs are currently only open to those who attend the Adult Cadet Forces First Aid Trainers course or to those members of the courses directing staff.



### For More information

To find your local squadron or for more information please visit :

[www.trentwingaircadets.org.uk](http://www.trentwingaircadets.org.uk) or [www.raf.mod.uk/aircadets](http://www.raf.mod.uk/aircadets)

Or e-mail: [media.trent@aircadets.org](mailto:media.trent@aircadets.org)

Follow us on Facebook: [www.facebook.com/trentwingaircadets](https://www.facebook.com/trentwingaircadets)

## Frequently Asked Questions

### Can anyone be a Volunteer?

*We welcome all responsible adults (aged 20 years upwards), of any gender, from all social backgrounds, cultures and religions. You don't need to have any prior military experience, just enthusiasm and commitment.*

### I have a fulltime job / home to run / children / How can I spare the time for voluntary work?

*Most of our volunteers have busy lives too, and many of them work full time. Most activities take place in the evenings and at weekends, and no-one's expected to take part in everything. Many people get involved initially because their children are cadets - they start off helping out informally at events and open days. As long as you can spare a few hours a week, you'll be made very welcome.*

### Do I need to be physically Fit?

*We like our volunteers to be reasonably fit so they can join in the physical activities, but other qualities are equally important. We need people who can deal with paperwork and homesick cadets at camp just as much as someone who can hike across the hills with them.*

### I'm Retired but would like to get involved, is there an age limit?

*There is an age limit on application of 60, with uniformed staff expected to retire at 65. Many of our volunteers are retired or semi-retired, which gives them more time to spend with us.*

### Do I need to have experience of working with Children?

*No, but you do need an understanding of the needs of teenagers. So if you are a parent with children or have had any contact with the children of friends or family, you will have some idea of what's required. Obviously, if you have any direct experience, such as teaching or sports training, you will have an advantage.*

### What happens if I join and find its not for me?

*This kind of work doesn't suit everyone, but when you join us you will be given every opportunity to find a role that you feel happy with. We are particularly keen to ensure that you are suited to and happy with your role, as your enthusiasm can directly impact on the cadets.*

### I'd like to meet new people and friends. Is there a social side to it?

*Yes! The civilian committee on each squadron will be busy organising all sorts of social events, some to raise funds for the cadets and some just for fun. Most people are surprised to find that as well as enjoying the work they make a lot of new friends and have a great social time when they join as an adult volunteer.*



# Adult Volunteer Roles