

# POSITION DESCRIPTION

## BMS-C2 Instructor, Trainer & Mentor



<b>Position Title:</b>	BMS-C2 Instructor, Trainer & Mentor		
<b>Business Unit:</b>	C4I		
<b>Department:</b>	Training Services Group		
<b>Reports to:</b>	Regional Training Manager – Puckapunyal, Canberra or Canungra		
<b>Level of role:</b>		<b>Location:</b>	Puckapunyal, Canberra or Canungra as base but with potential travel to other locations as needed by Army
<b>Security level required:</b>	NV 1	<b>ITAR designated:</b>	Yes

<b>Direct Reports:</b>	<b>Key Relationships: (Internal/ External)</b>
None	Internal: <ul style="list-style-type: none"> <li>• Other Regional Managers</li> <li>• BD</li> <li>• Engineering</li> <li>• Other Project Managers</li> </ul> External: <ul style="list-style-type: none"> <li>• Commonwealth (Customer)</li> <li>• ADF (Users)</li> </ul>
<b>Budget:</b>	
Nil	

<b>The Company:</b>	Elbit Systems of Australia Pty Ltd (ELSA) is a growing presence in the defence industry in Australia. A subsidiary of Elbit Systems Ltd, ELSA develops state of the art technologies and integrates them into the Australian market. ELSA's main business is Systems Integration for the Australian Defence Force (ADF), with an emerging presence in the intelligence and cyber markets.
<b>Position Purpose:</b>	To deliver training, coaching and mentoring on BMS-C2 software & hardware to a varied group of recipients in a variety of conditions and locations.

Core Responsibilities:	Key Tasks:	Expected Results:
Deliver Training - 70%	<ul style="list-style-type: none"> <li>• Plan, prepare and deliver instruction on BMS C2 software &amp; hardware,</li> <li>• Provide ad-hoc refresher training, coaching and mentoring on the operation and use of BMS-C2 software and hardware to users in a variety of environments which include military training areas</li> </ul>	<ul style="list-style-type: none"> <li>• Deliver training to an adult audience in a professional manner</li> <li>• Assist students to achieve success</li> <li>• Contribute to the improvement of training packages</li> <li>• Understand and be able to operate BMS-C2 software and hardware</li> <li>• Mentor and coach ADF personnel in the full utilisation of the software &amp; hardware capabilities</li> <li>• Understand the broader capabilities of the C4I system and how BMS-C2 contributes to user capability</li> </ul>
Assist in the development of training - 30%	<ul style="list-style-type: none"> <li>• Support the development of BMS-C2 training programmes and packages for upgraded or new software and hardware</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct analysis and development of training products</li> </ul>

<b>Occupational / Work Health &amp; Safety Responsibilities:</b>
<ul style="list-style-type: none"> <li>• Take reasonable care to ensure personal safety and health and that of others in the work place</li> <li>• Observe all safe working practices and use personal protective equipment as required</li> <li>• Report and maintain records of ALL accidents, incidents and hazardous situations</li> <li>• Promote and maintain ELSA values: Customer Focus, Employee Excellence, Innovation and Creativity, Teamwork, Accountability and Ethical Conduct</li> </ul>

<b>Major Challenges:</b>	<b>Short/ Medium/ Long Term:</b>	<b>Desired Outcome:</b>
Develop a good understanding of the BMS-C2 software and hardware	<ul style="list-style-type: none"> <li>• Short Term</li> </ul>	Have a comprehensive knowledge of fielded BMS-C2 software & hardware as well as their use within the user community
Develop a high degree of ADF C2 doctrinal knowledge and familiarity with the Army planning & execution processes for Combat Teams and Battle Groups	<ul style="list-style-type: none"> <li>• Medium Term</li> </ul>	Train, coach & mentor a range of ADF personnel in the use of BMS-C2 for planning, preparation, configuration, execution & maintenance.

<b>Training &amp; Qualifications:</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Nil</li> </ul>	
<b>Work Experience &amp; Industry Knowledge:</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Understanding of Australian Army planning doctrine and operational procedures that support war fighting capabilities from Combat Team to Joint Task Force levels;</li> <li>• Demonstrated experience as a leader and instructor/training specialist in an adult learning environment;</li> <li>• Demonstrated ability to mentor in large organisations;</li> <li>• Demonstrated ability in the management and execution of formal and ad hoc training courses to;</li> <li>• Demonstrated ability to work within a multi-disciplined team and to contribute in a complex organisation;</li> <li>• Excellent time management/organisational skills and the ability to set priorities and plan the completion of tasks within agreed or statutory timeframes.</li> </ul>	<ul style="list-style-type: none"> <li>• Have experience and qualifications for current Australian Army combat communications systems;</li> <li>• Have experience as a trainer within or for the ADF;</li> <li>• Have an ability in the drafting of post activity reports that display accuracy, brevity, clarity and can identify issues, provide options and recommendations;</li> <li>• Have experience with BMS-C2; and</li> <li>• Have experience with the Army Training Development cycle and its products</li> <li>• Experience with Microsoft Outlook, Word and PowerPoint</li> <li>• Previous experience or understanding of the use of Battle Management Systems in a military context</li> </ul>
<b>Core Behavioural Competencies &amp; Skills:</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Communication</li> <li>• Leading and motivating others</li> <li>• Learning and innovation</li> </ul>	<ul style="list-style-type: none"> <li>• Complex Analysis</li> </ul>