

Position Title: **Training Program Manager**



BCDS is actively recruiting Veterans with recent OEF/OIF experience and a combat arms skills background.

Position Responsibilities Include:

- Coordinate with ATG staff (i.e. ATG Operations Officer) in order to manage Local Site contractor personnel.
- Ensure contract requirements are fulfilled in order to meet ATG pre-deployment training (PTP) requirements of USMC combat Security Cooperation Teams.
- Ensure monthly work plan documentation requirements are completed along with forecast/tracking of hours to task as outlined in the monthly training schedule of events.
- Coordinate training schedules with ATG Operations/Training Officer.
- Assist SMEs in lesson plan maintenance and update improvements.
- Coordinate with ATG to manage local site instructors' performance to provide training in accordance with the Programs of Instruction for advisor specific training as outlined in the PTP requirements in support of security cooperation teams.
- Assist in the development and update of lesson plans in accordance with the USMC Systems Approach to Training (SAT) User's Guide.
- Provide technical input in development and updates of curriculum, Program of Instruction (POI) and training materials for the courses of instruction.
- As required, coordinate local site instructors' travel to other training venues; conferences; and other training with approval of COTR.
- Assist in exercise scenario development. Coordinate and manage Contractor performance to ensure work plan is accomplished and assist in updating and organizing lesson plans and materials as required.

Civilian Education:

REQUIRED: High School Diploma

DESIRED: College degree is preferred.

Military Education:

REQUIRED: Certification as Marine Corps Range Safety Officers (RSO).

DESIRED: Professional Military Education in accordance with service requirements for candidate's rank. Train the Trainer School (T3S) within last four years from date of hire a plus.

Military/Government Experience:

REQUIRED: Military experience (e.g., retired/former senior SNCO Company or Field Grade Officer) with combat arms skills background.

DESIRED: Preferred candidate shall have recent experience operating in a combat zone within the last four years as of date of hire. Former Military Advisor experience is desired. Military Instructor experience is desired. Currency with TTP and Lessons Learned from recent real world operations within the last four years as of date of hire desired. Experience in curriculum development desired.

Clearance:

REQUIRED: Secret Clearance

Submit Resume and Cover Letter to employment@4x4bcds.com

Applicants must hold a valid US Passport. Compensation commensurate with experience. BCDS is an equal opportunity employer. All positions are pending contract award in May, 2012