

A man with dark hair and glasses, wearing a white dress shirt and a black tie, is pulling open his shirt with both hands. Underneath the shirt, a camouflage-patterned vest is visible. The background is a plain, light grey.

WHY HAVING RESERVISTS IS GOOD FOR YOUR BUSINESS

A GUIDE
FOR EMPLOYERS



ARMY
BE THE BEST

WE NEED YOUR SUPPORT

The shape of our Army is changing. By 2020 it will include 30,000 trained Reservists. Our Army Reservists are skilled people who can transfer their skills and knowledge between your business and Defence.

Our Army's selection process strives to maximise potential. We assess all Reserve applicants to discover their natural talent and train them for their chosen role. Quite often, their military role is different to what they do for your company. You as employers can also benefit from having such diverse skills in the workplace - they will bring that 'something else' with them.

Your support to Reservist officers and soldiers is critical to maintaining our Armed Forces capability. Our government remains committed to growing the Reserves, continuing to invest the extra £1.8 billion allocated in 2013. Your business can benefit from this too.

We hope this booklet will give you a better understanding of what we are trying to achieve and how employing Reservists could benefit your business.



We know we cannot achieve this alone. We need your continued support to help us grow and sustain a 30,000 Reserve workforce so we can take our place in defending the nation.

HOW YOUR BUSINESS WILL BENEFIT

Reservists have transferable skills

We train leaders at every level. We will develop transferable specialist and leadership skills that you can use in your organisation. The perception that Reservist training only covers military instruction is wrong; a wide range of skills and disciplines are required. They include: communications; IT; language skills; handling hazardous substances; HGV licence; first aid; catering; health, safety and personnel management.

Much of our training is nationally recognised, so it is possible to integrate these into your own staff development programmes for employee qualifications. For more detailed information on what the Army can provide to you and your employees, look at the Army skills offer at: www.army.mod.uk/personnel-and-welfare/career-enhancing-qualifications

JUST THINK, TRANSFERABLE TRAINING - AND WE PAY FOR IT, NOT YOU.

Reservists are fit, focused and resourceful

You will notice an immediate difference when you have Reservists on your payroll. They will be trained to be physically fit, focused and resourceful. Many operate in locations and situations that require sound judgement, respect for others, good communication skills, loyalty, integrity, working under pressure and courage. These attributes will be reflected in your workplace.



We train our Reservists in valuable core skills

It is the belief that the British Army encourages and develops the types of behaviour that employers value. Through training, the following characteristics are identified and enhanced: leadership, planning, decision making, flexibility and communication skills which result in the ability to work effectively within diverse teams, operating under pressure and provide a high level of responsibility, independence and self-discipline.

Reservists enhance your recruitment

Demonstrating support for Reservists can help attract talented jobseekers, thus increasing the quality of your recruitment.

Reservists build effective teams

Reservists are recruited from all walks of life, therefore your employees will have forged close-knit teams, friendships, connections and loyalties with a diverse group of individuals. This will help your business, giving you new ideas and access to other industry partners you would not normally consider.

Reservists enrich your organisation's reputation

Both employers and employees benefit from the recognition of Reserve service, be it financially or reputationally; via an honour or an award through the Defence Employer Recognition Scheme. In addition, you can be recognised for your support to the Army Reserve through signing the Armed Forces Covenant. We can provide advice and support to you in relation to the pledges you make. Anonymity can also be given to any employer who does not wish public recognition.



WHAT ELSE SHOULD YOU KNOW

Doing your bit for Britain

By encouraging employee's Reserve Service, you are contributing to the Defence and Security of the UK by showing your clear support for the Armed Forces community.

Financial Assistance

Legislation is now in place to support Employers, Reservists and Self-Employed Reservists financially during a period of mobilisation. These include:

- Salary costs paid for by the Army;
- Pension contribution scheme paid for by the Army, if withdrawn by the employer and the reservist wishes to remain in the scheme;
- Additional salary costs to cover a temporary replacement, should the costs exceed your Reservist employee's salary (up to a maximum of £110 per day);
- Up to £2,000 of training costs for a replacement during the period of mobilisation;
- 5 days of handover costs when your employee returns to work for you;
- Essential re-training costs for the reservist employee upon return to work;
- 75% of costs for replacing specialist clothing for a deployed Reservists up to the value of £300;
- Up to £2,000 for expenses incurred by self-employed reservists before, during and post mobilisation;
- For Small Medium Enterprises (SME's) an additional £500 per month per employee can also be claimed for.

And finally...

There is much speculation about mobilisation and what potential impact this may have. The reality is that Army Reservists are unlikely to be mobilised except in the event of major and enduring operations.

As an employer, you will receive early notification of training, exercises and potential deployments through a Reserve Employer Notification letter which is produced annually. The aim of this letter is to deliver a better prepared Army Reservist and allow you, the employer, to plan for any possible long term absence and seek a replacement where required.

ARMED FORCES COVENANT

We ask employers to show their support for the Army Reserve by signing the Corporate Covenant. This scheme offers employers a number of benefits through the wider Armed Forces Community and formal public recognition as an organisation supportive of the Armed Forces. More information on this initiative can be found at:

www.gov.uk/government/policies/armed-forces-covenant.

Defence Relationship Management (DRM) partners with organisations throughout the UK, helping them understand the value of signing the Armed Forces Covenant and building mutually beneficial partnerships with Defence. DRM builds on the successful SaBRE (Supporting Britain's Reservists and their employers) information campaign and continues Defence's work with Reservists, employers, and those organisations who want to partner with Defence.

References

Armed Forces Covenant: www.gov.uk/government/policies/armed-forces-covenant

Defence Relationship Management (DRM):
www.gov.uk/government/groups/defence-relationship-management

Reserve Forces and Cadets Associations (RFCAs)
www.gov.uk/government/organisations/reserve-forces-and-cadets-associations

Defence Employer Recognition Scheme: www.gov.uk/government/publications/defence-employer-recognition-scheme

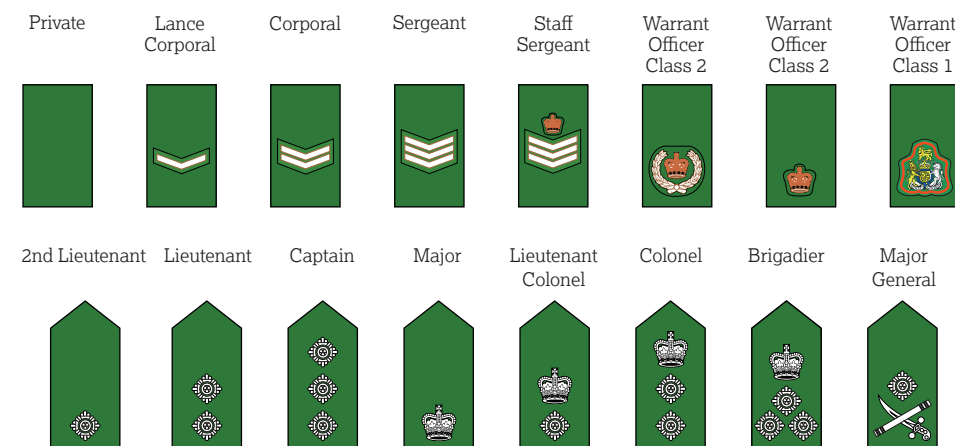
Employer toolkit: www.gov.uk/government/publications/reservist-employers-toolkit/reservist-employer-toolkit

British Army Website: www.army.mod.uk



UNDERSTANDING ARMY RANKS

Every individual has the opportunity to demonstrate their worth and gain promotion which is evidence of enhanced skills and knowledge, potentially increasing their value within your business.



TYPICAL SKILLS OF AN ARMY RESERVIST

Private (Pte) - Junior member of staff



- Follows instructions and priorities
- Maintains high personal standards
- Can work within a small team
- Able to develop theoretical or practical skills
- Manages time and resources
- Accounts for and maintains stock
- Applies safe practices in the workplace
- Understands and embraces the organisation's values and standards

Corporal (Cpl) - Section Supervisor



- Follows and gives instructions and prioritises
- Leads a small team
- Delivers theoretical or practical training
- Manages own time and resources and those of the team
- Accounts for and maintains stock
- Applies and monitors safe practices in the workplace
- Upholds and communicates the organisation's values and standards
- Delivers quality control
- Makes quick and logical decisions

Sergeant (Sgt) - Senior supervisor or team leader



- Gives and follows instructions and prioritises
- Leads a larger team
- Responsible for the team's welfare and personnel administration
- Delivers theoretical or practical training and mentoring
- Manages time and resources including those of the team
- Accounts and maintains stock requirements
- Liable for safe practices in the workplace
- Responsible for upholding the organisation's values & standards
- Delivers quality control
- Makes quick and logical decisions
- Accountable for achieving objectives
- Effective within a project management team





Warrant Officer (WO) - Manager and experienced leader



- Oversees and delivers efficient productivity
- Manages and mentors team leaders and supervisors
- Acts as advisor to senior management
- Accountable for achieving objectives
- Delivers and develops instructions and procedures
- Makes quick and logical decisions
- Leads a small, effective project management team
- Oversees the team's welfare and personnel administration
- Develops and manages training and mentoring
- Audits stock levels, quality control and health and safety
- Delivers and is responsible for the organisation's values and standards

Lieutenant (Lt) - Junior manager



- Leads effectively by personal example
- Responsible for staff welfare, career development
- Writes staff reports
- Manages time and resources to maximise outputs
- Leads a team during demanding tasks and environments
- Plans and conducts complex training
- Maintains health and safety and security procedures
- Audits stores, equipment and finances

Captain (Capt) - Middle manager



- Leads and coordinates management activities
- Manages time and resources to maximise outputs
- Responsible for staff mentoring and coaching
- Prepares and delivers detailed instructions and reports
- Reviews and plans administrative procedures and systems
- Oversees staff reporting and development processes
- Establishes and manages complex training programmes
- Communicates effectively using a range of presentation skills
- Oversees stores, equipment and finances



Major (Maj) - Experienced manager

- Leads and coordinates activities for large departments at a senior management level
- Plans and delivers junior management training programmes
- Inspires and directs junior managers' performance and outputs
- Executes the organisation's strategic planning and goals
- Effectively manages large budgets and diverse resources
- Prepares and delivers reports and presentations on management topics up to Board level



Lieutenant Colonel (Lt Col) - Senior Manager

- Leads individuals and groups at executive level
- Heads a senior multi-disciplined management team
- Responsible for continuous professional development, leadership and education
- Develops strategic activities across the whole organisation
- Effectively manages strategic-level budgets and resources across the organisation
- Reviews, analyses and solves complex issues
- Leads and inspires staff at all levels by personal example



BE PART OF THE FORCE DEFENDING THE NATION.
WITH PRIDE.

TYPICAL STRUCTURE OF AN ARMY COMPANY OR SQUADRON

Within a county or region there will be a number of mid-sized Army organisations (500 people) called Regiments (Regt) or Battalions (Bn). These regiments have different roles and tasks to carry out. These range from the Infantry, to Engineering, Logistics and Medical groups.

What you are likely to see within a town, at a local level, are smaller sized Army organisation (120-150 people) called a Company (Coy) or a Squadron (Sqn).

Further details on Unit structures, along with Army Reserve Unit locations can be found on the British Army website at:

www.army.mod.uk

HEADQUARTERS

Maj - Officer Commanding (OC)

Capt - 2nd In Command

WO2 - Coy/Sqn Sergeant Major

C/SSgt - Coy/Sqn Quartermaster Sgt

Sgt - Ops Sgt

2 x Ops Cpls

NO 1 PLATOON / TROOP

2Lt / Lt - Pl / Tp Commander

C / SSgt - Tp SNCO

Sgt - Tp Admin Sgt

NO 2 PLATOON / TROOP

2Lt / Lt - Pl / Tp Commander

C / SSgt - Tp SNCO

Sgt - Tp Admin Sgt

NO 3 PLATOON / TROOP

2Lt / Lt - Pl / Tp Commander

C / SSgt - Tp SNCO

Sgt - Tp Admin Sgt

NO 1 SECTION

Cpl Section Comd

L/Cpl 2nd in Command

8 x Pte Soldiers

NO 2 SECTION

Cpl Section Comd

L/Cpl 2nd in Command

8 x Pte Soldiers

NO 3 SECTION

Cpl Section Comd

L/Cpl 2nd in Command

8 x Pte Soldiers

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