

SDI 81L0**EDUCATION AND TRAINING LEADER
(Established 30 Apr 20)**

1. Special Duty Summary. Leads, manages, directs, synchronizes, evaluates, equips, and monitors student education and training. Related DoD Occupational Group: 270200.

2. Duties and Responsibilities:

- 2.1 Supports instruction organization and preparation. Synchronizes daily education and training operations, providing support to command staff, instructors, and students. Develops and executes management policies involving discipline, scheduling, logistics, and administration. Implements higher headquarters' directives and policies.
- 2.2. Manages resource allocation to ensure mission execution. Develops and maintains short- and long-range execution plans. Ensures staff is equipped to effectively instruct student population and meet mission directives.
- 2.3. Directs and monitors education and training programs. Supervises instruction, identifies deficiencies, and facilitates remedial training, where appropriate.

3. Special Duty Qualifications:

- 3.1. Knowledge. Knowledge is mandatory of military customs and courtesies, command administration, and instructional techniques.
- 3.2. Education. Not used.
- 3.3. Training. Not used.
- 3.4. Experience. Not used.
- 3.5. Other. Not used.