

**Senior Instructor / Writer**  
**Skill Level 4 (SFC)**

A Senior Instructor/Writer is responsible for instructor and student record maintenance. While serving in this position, a Senior Instructor/Writer assists in the annual doctrinal review of course material, researches, writes and coordinates the review of doctrinal literature for relevancy and course implementation. When available, the Senior Instructor/Writer participates in periodic Critical Task Site Selection Boards (CTSSB), working groups, special projects, decision review boards, and the integration of new systems, as required. The effort put forth while serving in this position directly influences the quality of instructors within the schoolhouse as well as the quality of Soldier that is produced and sent to the force.