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 HR Services putting people first	HUMBERSIDE POLICE Role Requirement	Objective Analysis: 7E - Operational
		Post No:
Position Title: Crime Support - S&OCU	Grade: Constable	Vetting Level: SC
Overall Purpose of the role: To undertake surveillance activities on a daily basis, using the appropriate surveillance knowledge, techniques and equipment, in support of Police operations, as determined by the CSS Sergeant(s) and in accordance with best practice.		
Specific Roles/Tasks		
<p>Provide the capability of motor cyclist for level 1 surveillance in all operations conducted by or for Humberside Police or any mutual aid operations.</p> <p>Provides as part of a team an efficient and effective surveillance capability. To assist and support the Commands operation, by responding to targeted and active, in-Force criminals, and seeks to develop criminal intelligence, on a proactive basis, in compliance with the National and Force intelligence models.</p> <p>Liaises with surveillance equipment specialists in order to keep abreast of developments in technology and to ensure that the most appropriate and available equipment, is considered.</p> <p>Liaises with Intelligence officers in relation to intelligence and target packages, as directed by the CSS Inspector/Sergeant(s).</p> <p>Maintains their advanced driving and surveillance accreditations by complying with the provisions of the in-Force training programme in relation to conventional surveillance in order to maintain best practice.</p> <p>Undertakes evidence gathering in accordance with the rules governing the laws of evidence and Force practice directions.</p> <p>Prepares and completes RIPA authorities, operational orders, risk assessments and other documents relating to target operations in accordance with Force practice directions and specified timescales.</p> <p>Accepts the need to remain covert in all situations on and off duty to prevent or minimise any compromise.</p> <p>Performs such duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility.</p>		

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Responsibility		Decision Making	
<p>For providing a covert surveillance facility in support of police operations throughout the Force area.</p> <p>Responsible for using the NDM and THRIVE model in all actions undertaken.</p> <p>As a member of Humberside Police you will accord with the Standards of Professional Behaviour, as outlined in the Code of Ethics, at all times. You will recognise the responsibilities of your role and act lawfully in the public interest. Your conduct will encourage others to have confidence in policing. You will have honesty and integrity and be open and transparent in your decisions and actions. You will treat people fairly and demonstrate respect, tolerance and self-control. You will lead our service by good example and will report, challenge or take action against the conduct of colleagues which has fallen below the standards expected.</p>		The post holder will make day to day decisions whilst undertaking covert surveillance operations in liaison with supervisory officers.	
		Additional Information	
Reports to		Direct reports:	
Sergeant – Serious And Organised Crime Unit		N/A	
Prepared by:- Katie Dunn Date:- 25th June 2015		Confirmed by:- Date:-	
		Received by:- Workforce Planning Unit Date:- 13th July 2015	

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Person Specification

Attainments/ Knowledge	Essential	Is of the Rank of Constable and has successfully completed a 2 year probationary period. Possesses an awareness of a broad range of legal and procedural knowledge which is operationally relevant. Holds a current, full driving licence for motor cycles and cars. Is level 1 surveillance trained with experience of riding, or holds police advanced car and bike authorities. Neither their appearance nor natural behaviour attracts attention. Is willing and able to pass the Force vetting process to SC standard. Is willing and able to pass the police advanced driving course for m/c and the Level 1 surveillance course for a motor cyclist. Displays a positive and realistically confident approach. Has good IT skills.
	Desirable	CID/ Investigative experience. Possesses an understanding of relevant criminal law, especially PACE and assumes responsibility for personal learning. Is level 1 surveillance trained with experience of riding, or holds police advanced car and bike authorities.
Experience	Essential	Is alert, has an enquiring mind and can see beyond the obvious. Can fulfil all the evidential requirements of a police officer.
	Desirable	Is able to collate, analyse and evaluate complex information effectively to reach well reasoned conclusions. Is skilful in observing and listening in a range of situations.
Skills/ Specialisms	Essential	Is concise and well balanced in the writing and presentation of reports. Has the ability to complete tasks with the minimum of supervision. Has principals which are professionally and ethically sound. Adaptable and willing to work long periods of duty, accept unexpected duty changes and work irregular hours at short notice is essential
	Desirable	Is able to deal with paperwork in an expeditious and efficient manner.
Decision Making/ Problem Solving/ Planning	Essential	Sets objectives in relation to workload and priorities accordingly. Responds positively when situations change unexpectedly.
	Desirable	
Practical Effectiveness	Essential	Is able to speak clearly in a way that those listening can understand. To be conversant with the force IT systems, to enable the production of intelligence/briefing packages. Is able to fit in and work as a team member. Maintains a personal fitness plan. Is able to operate under pressure. Has the ability to identify stress both in self and others and take appropriate action. Actively seeks feedback on their performance. Successful completion of personal development plan upon return from their surveillance course.

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	Desirable	Is active in creating and developing positive relationships both inside and outside the organisation. Use interpersonal skills effectively to manage people in delicate, frustrating or tense situations
Citizen Focus		A citizen focussed culture exists when every member of staff considers the impact that their actions have on the people they serve and proactively seeks ways of improving the quality of the service that they provide. The post holder must convey to both internal and external clients a customer focussed service based on fairness and quality and ensure they fully understand and represent the Force's values and principles at all times.
Respect for Race & Diversity		Considers and shows respect for the opinions, circumstances and feelings of colleagues and members of the public, no matter what their race, religion, position, background, circumstances, status or appearance. Understands other people's views and takes them into account. Is tactful and diplomatic when dealing with people, treating them with dignity and respect at all times. Understands and is sensitive to social, cultural and racial differences.

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