

 <div>HR Services putting people first</div>	<div>HUMBERSIDE POLICE</div> <div>Role Requirement</div>		Objective Analysis: 7f
			Post No: Various
Position Title: Protecting Vulnerable People (PVP) Core Constable	Grade: Constable/Detective Constable	Vetting Level: CTC	
Overall Purpose of the role: To provide a response to calls for service in order to prevent or detect offences, preserve life, keep the peace and enhance the quality of life of the community. To work as part of the PVP team involved in the investigation and the detection of crime ensuring that harm is prevented and ensuring that the welfare of Vulnerable people is paramount consideration at all times.			
General Tasks		Specific Tasks	
<p>Maintains a high level of knowledge and understanding of legislation, Force policy and ACPO guidelines and procedures in relation to the investigation.</p> <p>Conducts investigation, where appropriate with other agencies, within the terms of reference of the PVP, ensuring that the investigation is conducted to a high standard and that the welfare of the vulnerable person is safeguarded and promoted.</p> <p>Ensures that all files present the best possible evidence available and are submitted to the standard of quality and timeliness required by Direct Submission Authority.</p> <p>Liaises with and develops co-operative relationships with other agencies concerned with safeguarding and Vulnerable person’s welfare.</p> <p>Conducts interviews with Vulnerable persons adhering to the guidance in Achieving Best Evidence and the related practice direction. Interview suspects using the PEACE model ensuring compliance with the PACE Act.</p> <p>Arranges and attends the medical examination of Vulnerable persons adhering to practice directions and ACPC Guidelines and Procedures. Ensures that all exhibits are correctly packaged and labelled to prevent contamination and maintain evidential continuity.</p>		<p><u>Risk Management</u></p> <p>To effectively and efficiently monitor registered sex offenders/dangerous offenders in the community to minimise the risk of them re-offending. Proactively targets registered sex/dangerous offenders where necessary.</p> <p><u>Internet Sex offenders</u></p> <p>Conducts proactive and reactive investigation into Computer related Crime including cases of possible child abuse and paedophile activity ensuring that the best possible evidence is secured and that all cases are fully investigated. Investigates referrals from NCIS in relation to interest based child abuse/paedophile related activity.</p> <p><u>Missing & Exploitation</u></p> <p>To ensure that all matters relating to missing persons, child exploitation and Human Trafficking are effectively investigated and recorded, with particular reference to vulnerable missing persons and that accurate information and progress reports are available to the Management Team.</p>	

<p>Takes expert medical advice, as required and has the confidence to challenge this advice when necessary, gaining further opinions to ensure the thorough investigation of key issues.</p> <p>Ensures victims, witnesses and other agencies are updated in relation to the progress of investigations.</p> <p>Performs such duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility.</p>	<p><u>Domestic Violence</u></p> <p>To be the focus of the Force efforts to reduce and prevent the incidence of Domestic Violence, support investigations into domestic abuse and manage and reduce the risk of further harm especially in high risk cases.</p>
Responsibility	Decision Making
<p>Conducting investigations within the PVP Terms of Reference, ensuring that they are investigated to a high standard and that the welfare of the vulnerable person is safeguarded and promoted.</p> <p>Liaising and developing co-operative relationships with other agencies concerned with the safeguarding and promotion of Vulnerable Peoples welfare.</p> <p>Maintaining a high level of knowledge and understanding of legislation, Force practice directions, polices and ACPC Guidelines and Procedures into the investigation of child abuse and domestic violence.</p> <p>Ensures that the relevant PVP databases contain complete and accurate information in so far as it relates to their own role.</p> <p>Submits intelligence using the National Intelligence Model.</p> <p>Arranging and attending the medical examination of vulnerable persons and ensuring that all exhibits are correctly packaged and labelled.</p> <p>Ensuring that risks to the Force which may affect its ability to provide business as usual now or in the future are identified and escalated to their line manager or local Risk Champion at the earliest opportunity;</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.</p>	<p>The postholder will be expected to make day to day decisions. An element of discretion will be required in dealing with non-routine matters; however the postholder will also be required to exercise judgement as to when to refer matters to supervision.</p> <p>Whilst consultation should be maintained with line management the post-holder will assume responsibility for routine decision making and be capable of working under minimum supervision.</p>
	Additional Information
	<p>Postholders may be required to attend a welfare/counselling appointment on an annual basis.</p>

<p>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> <p>Responsible for using the NDM and THRIVE model in all actions undertaken.</p>			
Reports to		Direct reports:	
Detective Sergeant		None	
Prepared by:- Specialist Command Review Team Date:- August 2014	Confirmed by:- DI Clarke Date:- August 2014	Received by:- Date:-	

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Person Specification

		Constable	Detective Constable
Attainments/ Knowledge	Essential	Has a high level of knowledge and understanding of legislation, Force practice directions, policies and ACPC Guidelines and Procedures in relation to the investigation of child abuse, domestic violence, risk management, juvenile liaison and missing persons.	Must have successfully completed the ICIDP course or equivalent, Is a qualified VWO. Has undergone investigative interview training. will be expected to undertake and pass the Initial Crime Investigators Development Programme.
	Desirable	Approaches situations with an open and enquiring mind. Assumes responsibility for personal learning.	
Experience	Essential	Is of the Rank of Constable and has successfully completed a 2 year probationary period	
	Desirable	Has an appreciation of the social wider issues of a child protection investigation.	
Skills/ Specialisms	Essential	Is able to speak clearly in a way those listening can understand and is able to communicate with children and young people of all ages. Demonstrates an understanding of the feelings of others. Is active in developing positive and co-operative relationships with others both inside and outside the organisation. Is able to collate, analyse and evaluate complex information effectively to reach well-reasoned conclusions. Is skilful in the use of questioning and listening in a range of situations to a very high standard. Has an appreciation of the wider issues of a PVP investigation.	
	Desirable	Uses interpersonal skills effectively to manage people in delicate, frustrating or tense situations. Is alert, has an enquiring mind and can see beyond the obvious. Displays enthusiastic and positive approach and is realistically confident in their own ability	
Decision Making/ Problem Solving/ Planning	Essential	Is aware of any shortfall in own or others performance and takes appropriate action accordingly. Appreciates the need for and displays flexibility. Sets objectives in relation to workloads and priorities accordingly. Approaches problems positively, objectively justifying decisions made.	
	Desirable		
Practical Effectiveness	Essential	Has the ability to complete tasks with the minimum of supervision. Has principles which are professionally and ethically sound. Is aware of the effects they are having on others.	
	Desirable	Displays good time management skills whilst also remaining effect and efficient. Remains polite and considerate at all times.	
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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File classification: NOT PROTECTIVELY MARKED - NO DESCRIPTOR