



South Yorkshire

POLICE

Sensitive Intelligence Development Officer

District/Department	SCS	Rank/Grade	DC/PC/TI
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Role purpose:	The role holder will be responsible for supporting proactive and reactive operations by gathering, analysing, developing, and disseminating covertly obtained intelligence in the furtherance of stated operational objectives using a range of available resources.
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Summary of main duties

- Receive and process covertly obtained intelligence, including time sensitive intelligence, in accordance with operating procedures and national guidance.
- Assess Threat, Risk and Harm within Intelligence reports and make timely decisions about its management, sanitisation and dissemination.
- Liaise with SIO's and Investigation teams to identify and refine intelligence requirements and gaps whilst protecting specific covert techniques.
- Ensure intelligence is recorded, stored, and managed in accordance with the information handling process in a way appropriate to its source, sensitivity and security classification.
- Assess the sensitivity and reliability of received intelligence in line with the information handling process; and ensure items of intelligence are shared across the law enforcement community unless there is an overriding reason not to do so.
- Identify and action opportunities for the development of sensitive intelligence to build on the available intelligence product.
- Manage information related to covert intelligence, e.g. adding, managing and removing flags/alerts
- Undertake intelligence development and surveillance operations in line with current legislation and force process.
- Maintain a personal knowledge of covert techniques and their application to proactive and reactive investigations, including applicable legal and regulatory constraints
- Present and participate at meetings as necessary, including briefing investigative teams and other organisational meetings where necessary.

Competencies/behaviours

Please access Toolkits on the HR Services intranet page and refer to the **Competency and Values** for a definition of the values and essential behaviours for each required competency level.

Alternatively you can also access the College of Policing website (via Google Chrome) and refer to the **Competency and Values** for a definition of the values and essential behaviours for each required competency level.

<u>Competency</u>	<u>CVF Level</u> Level 1 – Practitioner Level 2 – Supervisor/Middle Manager Level 3 – Senior Manager/Executive
We are emotionally aware	1
We take ownership	1
We are collaborative	1
We deliver, support and inspire	1
We analyse critically	1
We are innovative and open-minded	1
Core values for ALL employees:	
Integrity Impartiality	Public Service Transparency

Education, Qualifications, Skills and Experience (Outline the skills and educational and qualification requirements to be able to fulfil the role, this criteria should be considered as part of an individual's PDR)

Essential criteria

- External - DC / TI - Completed a CID foundation course or successfully completed the ICIDP or willing to pass this course if not already done so
- PC – Successfully completed and be out of their probationary period
- Have a understanding of current investigative methods and tactics, CPIA and disclosure requirements
- Excellent communication skills and diplomacy
- Knowledge of the relevant law from Part 1 of RIPA, IPA 2006 & Police Act 1997
- Proficient in the use of IT, Policing Systems and Microsoft Office
- The post holder will be required to successfully achieve and maintain security vetting in line with the post requirements
- Be willing to complete training in line with the requirements of the role, some Travel and training out of force may be required

Desirable criteria

- Previous experience developing & handling intelligence
- Previous experience working in a covert environment or with covert assets