



# ROLE PROFILE

<b>Role Title</b>	Intelligence Analyst (Entry)	<b>Reporting to</b>	Senior Analyst
<b>Section</b>	As posted	<b>District/Department</b>	Regional Organised Crime Unit
<b>Tenure</b>		<b>Rank/Grade</b>	Scale 5

## Part A – JOB DESCRIPTION

<b>Overall purpose of role</b>	Under the guidance of a coach provide an analytical function guiding and supporting proactive and reactive operations through the selection and application of analytical tools and methods to interpret sensitive or covertly obtained information and intelligence, in order to enhance the overt and covert picture strategically, tactically and operationally and to support the decision making process.
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<b>Key outputs for role –</b>	
1.	Lead by example and behave in line with the Police Code of Ethics ensuring that the force values and behavioural expectations are clearly understood and considered by managers, officers and staff in their decision making and actions; reinforcing and influencing them through all interactions and processes.
2.	Under the guidance of your coach, liaise with asset owners and provide advice to determine the most appropriate analytical problem solving techniques to support tactical decision making relating to the tasking of the assets in line with departmental / force / regional / national priorities.
3.	In conjunction with a mentor, fuse overt and covert sources to enrich the intelligence picture in order to identify potential trends, risks and issues, enhance the Organised Crime Group Mapping process and develop tactical and strategic products for overt and covert tasking and co-ordination meetings.
4.	As directed, present intelligence at regional meetings and provide advice and guidance to both SIO's and external partners on evidential requirements, intelligence operations and evidence gathering to achieve operational objectives.
5.	As directed receive, gather and process sensitive intelligence in accordance with the Standard Operating Procedures (SOPs) of the originating force / agency. Use agreed processes to share information / intelligence within and across forces and agencies.
6.	As directed, produce and present effective analytical products to police and/or partner agencies, ensuring that these are at a level appropriate to the audience, where required explaining the methodology and data sets used.
7.	As directed, exhibit analytical products and techniques used to support investigations. Attending court as required and assist in decision making.
8.	As directed, assist prosecuting agencies on the interpretation of analytical evidence and the conclusions to be drawn. Identify inconsistencies in testimonies in order to assist prosecution questioning for cross-examination

<b>Dimensions</b> (Financial/Statistical/Mandates/Constraints/No. of direct reports)
<ul style="list-style-type: none"> <li>The approach of the region to the current Policing Plan and various Force Priorities determines the volume and/or complexity of research and analysis required.</li> <li>Relevant computer systems.</li> <li>Working to national priorities and operating models.</li> <li>Develop and maintain a personal knowledge of current and developing intelligence products and analytical tools, methodologies and techniques and be able to correctly apply them to assess and validate intelligence.</li> </ul>

### **Work/Business contacts**

**Internal:** Officers and staff at all levels including Senior Investigating Officers.

**External:** Officers and staff at all levels from other forces and regions, external partner agencies.

### **Expertise in Role Required (At selection - Level 1)**

#### **Essential or Desirable**

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| • Educated to Degree level or relevant analytical experience               | Essential |
| • Excellent communication skills both oral and written.                    | Essential |
| • Good working knowledge of and ability to operate computerised databases. | Essential |
| • Previous experience of analysing complex data accurately.                | Essential |
| • Ability to adapt to dynamic priorities                                   | Essential |
| • Ability to work in a high pressure environment and to tight deadlines    | Essential |
| • Ability and willingness to complete IPP accreditation for the role       | Essential |
| • Experience of analysis within a Serious and Organised Crime setting      | Desirable |
| • Good knowledge of the geography and demography of the Region             | Desirable |

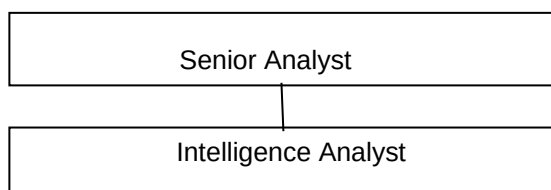
### **Other (Physical, mobility, local conditions)**

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| • Is prepared to work flexible hours to suit the requirements of the department   | Essential |
| • Willingness to undertake and successfully pass MV, SC, STRAP and potentially DV vetting   | Essential |
| • Ability and willingness to travel regionally or nationally for business purposes.   | Essential |
| • Ability and willingness, if the needs of the Region require, to work at any department / unit within the region organised crime unit. | Essential |

### **Expertise in Role - After initial development - Level 2**

- Detailed knowledge of Force and Regional Structures
- Has successfully completed relevant analytical and IT courses, and is able to extract and analyse information effectively.
- Has an understanding of the National Intelligence Model and its impact on the role
- Basic knowledge of the Data Protection Act and Management of Police Information (MOPI) as it relates to the work of the Department.
- Basic knowledge of standard operating procedures.
- Has commenced IPP accreditation

### **Structure**



## PART B – COMPETENCIES & VALUES

### **Competency and Values Framework –**

[http://www.college.police.uk/What-we-do/Development/competency-and-values-framework/Documents/Competency-and-Values-Framework-for-Policing\\_4.11.16.pdf](http://www.college.police.uk/What-we-do/Development/competency-and-values-framework/Documents/Competency-and-Values-Framework-for-Policing_4.11.16.pdf)

Level 1 –Practitioner

## PART C - DEVELOPMENT OF ROLE

### **Expertise in Role (Advanced - Level 3)**

- Has a detailed knowledge of the Data Protection Act and Management of Police Information (MOPI) as it relates to the work of the Department.
- Has a detailed knowledge of standard operating procedures
- Is able to produce analytical products to the agreed standard without the assistance of a mentor

## PART D - ACCESS & VETTING

<b>Standard IT Access</b>	Default
<b>Police Building (Perimeter and Zone access)</b>	Perimeter Access to Police Buildings where based
<b>Vetting Level</b>	Management Vetting, SC in ROCU, and additional STRAP in SIU (and DV in some areas)
<b>Date accepted as a role profile</b>	11/4/17