



WEST YORKSHIRE
POLICE

ROLE PROFILE

Role Title	Neighbourhood Constable	Reporting to	Neighbourhood Sergeant
Section		District/Department	District
		Rank/Grade	Constable

PART A – JOB DESCRIPTION

Overall purpose of role	To provide a customer focused interface between West Yorkshire Police and the general public through the prevention and detection of crime and the maintenance of public order, in line with the Chief Constable's Purpose and Values.
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Key outputs for role	
	<ol style="list-style-type: none">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. Gather and submit information that has the potential to support law enforcement objectives and aid in the prevention and detection of crime, supporting District and Force objectives.3. Provide an appropriate response to incidents to ensure effective police action is taken within your deployed role, ensuring our communities are safer and feel safer.4. Arrest, detain or report individuals ensuring that they are dealt with appropriately in line with current guidance.5. To proactively develop local partnership relationships and support a problem solving approach working together to increase public confidence.6. In line with the Crime allocation policy conduct priority, volume or complex crime investigations, ensuring the thorough and professional investigation of crime reports, maximising positive outcomes with integrity and in line with the police code of ethics.7. Interview victims, witnesses and suspects in relation to priority, volume or complex crime to ensure best evidence is achieved, ensuring the quality of files, and search individuals and their personal property in the interests of the prevention and detection of crime.8. Conduct systematic searches of vehicles, premises and open areas to assist in police enquiries and investigations, contributing to the achievement of District objectives.9. Identify, monitor and respond to community issues, contributing to a positive, early resolution of individual and community matters, involving partners where appropriate.

Dimensions (Financial/Statistical/Mandates/Constraints/No. of direct reports)
<ul style="list-style-type: none">• Support day to day operational activities, in line with District objectives.• All Officers including those working in none police teams to ensure the relevant accreditation and expertise is obtained and maintained whilst working in an associated post.

Work/Business contacts
Internal: All teams within the District, the wider Force area, and other specialist departments to provide local knowledge and expertise in delivering priorities and objectives.
External: Local communities and relevant partner agencies.

Expertise in Role Required (At selection - Level 1)	Essential or Desirable
<ul style="list-style-type: none"> Knowledge of and ability to operate Force systems, including the use of Force Digital Mobile devices to access and update police IT systems where appropriate. Be able to demonstrate proactive policing skills Can demonstrate the ability to communicate clearly and effectively Basic knowledge of the geography of the District A good command of English, both verbal and written Basic knowledge of relevant legislation, Force policy and procedures, which relate to role 	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p>
Other (Physical, mobility, local conditions)	
<ul style="list-style-type: none"> Willingness to work flexibly to suit the needs of the District Required to work shifts in accordance with District working pattern Ability and willingness to travel around the Force for business purposes. Required to work throughout West Yorkshire as required This role requires ongoing Health Surveillance commencing prior to appointment in line with HSE guidance/legislation 	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>

Expertise in Role - After initial development - Level 2
<ul style="list-style-type: none"> Detailed knowledge of District geographical area Detailed knowledge of Force systems and procedures Good working knowledge of legislation, and Force policy and procedures

PART B – COMPETENCIES & VALUES

<p>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</p> <p>Select one level</p> <p>Level 1 –Practitioner</p>
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PART C - DEVELOPMENT OF ROLE

Expertise in Role (Advanced - Level 3)

PART D – CORE CAPABILITIES (Police Officer Roles Only)

This role requires a post holder to be able to generally demonstrate the core capabilities specified below.

Core Capability	Core Capability Required (Yes / No)		
	Neighbourhood Patrol	Partnership i.e. Ward Officer	Neighbourhood Support
a) Sit for reasonable periods, to write, read, use the telephone and to use (or learn to use) IT;	Yes	Yes	Yes
b) Run, walk reasonable distances, and stand for reasonable periods;	Yes	Yes	No*
c) Make decisions and report situations to others;	Yes	Yes	Yes
d) Evaluate information and to record details;	Yes	Yes	Yes
e) Exercise reasonable physical force in restraint and retention in custody;	Yes	Yes	No*
f) Understand, retain and explain facts and procedures; and	Yes	Yes	Yes
g) Work the full range of shifts.	Yes	No	No

* Subject to Force requirements for PSU level 2 coverage

PART E – ACCESS AND VETTING

Standard IT Access	Default
Police Building (Perimeter and Zone access)	Perimeter Access to Police Buildings where based
Vetting Level	Recruitment vetting
Date accepted as a role profile	29/1/16