



<b>Role Title</b>	Training Captain	<b>Reporting to</b>	Head of Training
<b>Section</b>	National Police Air Service	<b>District/Department</b>	National Police Air Service
<b>Tenure</b>		<b>Rank/Grade</b>	Special Grade

## Part A – JOB DESCRIPTION

<b>Overall purpose of role</b>	Conducting training and examination duties as directed by the Head of Training, to achieve the delivery of safe, cost-effective and high quality service, within appropriate strategic, fiscal and regulatory provisions.
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<b>Key outputs for role –</b>
<ol style="list-style-type: none"> <li>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</li> <li>2. Proactively manage the performance, attendance and wellbeing of police officers and police staff against the required standards to ensure they are dealt with and supported in accordance with the correct policies and procedures.</li> <li>3. Conduct training and regulatory Flight Examination checks in accordance with Operations Manual (OM) requirements to EASA &amp; CAA regulations and standards.</li> <li>4. Assist with the development and maintenance of the NPAS Training Performance Needs Assessment, training delivery programmes and standards evaluation liaising with the Head of Training and other colleagues to seek continuous improvement in service quality.</li> <li>5. Applying 'Just Culture' principles to review service delivery, processes and training to ensure compliance with new and existing legislative requirements.</li> <li>6. Conduct training courses for the NPAS Approved Training Organisation (ATO) ensuring the effective and timely delivery of training in compliance with EASA and CAA regulations.</li> <li>7. Assuring Flight Examination checks are delivered to a consistent standard, and, where appropriate, identifying improvements to the Head of Training.</li> <li>8. Develop and deliver pilot, Tactical Flight Officer and Operations Room staff training in accordance with the OM requirements.</li> <li>9. Assist in the development of training materials and courses for the NPAS ATO and OM as directed by the Head of Training and represent NPAS at regional or national meetings, representing the Head of Training as required.</li> </ol>

<b>Dimensions</b> (Financial/Statistical/Mandates/Constraints/No. of direct reports)
<ul style="list-style-type: none"> <li>• Civil Aviation Regulations, including NPAS Operations Manual and ATO Provisions</li> <li>• Resourcing Constraints (budgetary and physical resources)</li> <li>• NPAS Collaboration Agreement</li> <li>• NPAS SOPS and 'Just Culture' principles</li> <li>• College of Policing 'National Decision Making' doctrine</li> </ul>

**Work/Business contacts**

**Internal:** All involved with NPAS, (particularly Head of Training, Asst. Operations Directors, Senior pilots and Base Managers.)

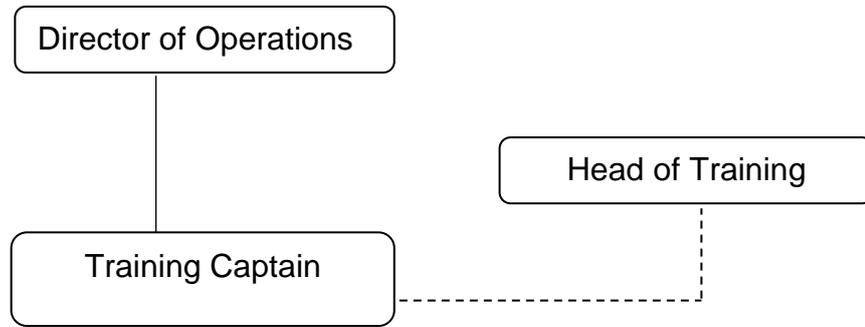
**External:** Civil Aviation Authority and other training providers

<b>Expertise in Role Required (At selection - Level 1)</b>	<b>Essential or Desirable</b>
<ul style="list-style-type: none"> <li>Valid and current EASA Part-FCL Commercial Pilots Licence with single-pilot instrument, multi-engine helicopter and TRI(H) ratings and EASA Class 1 medical for single pilot operations carrying passengers</li> </ul>	Essential
<ul style="list-style-type: none"> <li>Valid TRE (H) Licensing Certificate for multi-engine, single-pilot helicopters and proven experience in a training environment.</li> </ul>	Essential
<ul style="list-style-type: none"> <li>Be able to provide evidence of a minimum of 2000 flying hours of which 1000 hours as a pilot in command overland with a significant proportion of low flying and 50 hours flying at night</li> </ul>	Essential
<ul style="list-style-type: none"> <li>Demonstrable knowledge and understanding of performance management including the delivery of a culture of continuous improvement and increased efficiency</li> </ul>	Essential
<ul style="list-style-type: none"> <li>Excellent communication skills – verbal and written to prepare and deliver specialist reports and training</li> </ul>	Essential
<ul style="list-style-type: none"> <li>Have at least 30 hours of Night Vision Imaging System flight time (using Night Vision Goggles) as pilot-in-command</li> </ul>	Desirable
<ul style="list-style-type: none"> <li>Be able to demonstrate experience of creating and amending operational and training manuals and materials</li> </ul>	Desirable
<ul style="list-style-type: none"> <li>Previous flying experience in a police role or similar operating environment</li> </ul>	Desirable
<ul style="list-style-type: none"> <li>Type ratings on the EC135, EC145</li> </ul>	Desirable
<ul style="list-style-type: none"> <li><b>Other (Physical, mobility, local conditions)</b></li> </ul>	
<ul style="list-style-type: none"> <li>Ability and flexibility to travel and work outside of normal working hours throughout England and Wales</li> </ul>	Essential
<ul style="list-style-type: none"> <li>Ability and willingness to travel for business purposes both regionally and nationally</li> </ul>	Essential

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

- Successfully qualified as an NPAS pilot
- Has worked and has a full understanding of NPAS processes and procedures
- Detailed knowledge of the culture of the organisation, processes of the lead force and NPAS
- Established links and credibility with the lead Force, lead Policing Body and other stakeholders including CAA
- Has the ability to see the wider impact within the organisation of own decisions

## 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 2 – Supervisor/Middle Manager

## PART C - DEVELOPMENT OF ROLE

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

- A detailed knowledge and understanding of NPAS specifically operational air support and air safety

## PART D - ACCESS & VETTING

<b>Standard IT Access</b>	Default
<b>Police Building (Perimeter and Zone access)</b>	Perimeter Access to buildings where based
<b>Vetting Level</b>	Management Vetting
<b>Date accepted as a role profile</b>	26/6/18