ROLE PROFILE

Role Title	Researcher	***Reporting to***	Line manager as per structure where posted
Section	As posted	***Division/Department***	As posted
Tenure		***Rank/Grade***	Scale 4

Part A – JOB DESCRIPTION

Overall purpose of role	To provide an efficient research service to meet the needs of the District/Department, identifying and using the most appropriate products and techniques to support operational staff and enable management to make informed operational decisions

Key outputs for role –

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. Research, retrieve and present information in an appropriate and corporate format. Using a diverse range of computer and manual internal and external data sources intelligence, information, incidents and crimes to assist in the identification of links and associations between data.
3. Monitor and maintain ongoing products updating as and when necessary to ensure that both intelligence and operational staff have all relevant information available.
4. As directed by supervision assist in the preparation of analytical products by researching information and providing relevant and timely information
5. Where required provide research support to the District/Department in support of discipline matters.
6. As directed by supervision conduct live time research to support ongoing operational activity.
7. Contribute to department briefings and attend meetings, as required, to ensure that relevant intelligence is disseminated to operational staff effectively.
8. Ensure that any information gathered from contact with other forces and agencies is submitted or disseminated as appropriate in an accurate and timely fashion ensuring compliance with the Management of Police Information (MOPI).

Dimensions *(Financial/Statistical/Mandates/Constraints/No. of direct reports)*

- Access to relevant computer systems.
- The approach of the District to the current Police and Crime Plan and local priorities determines the volume and/or complexity of research and analysis required.
- Assisting the approach of the Unit to the current Police and Crime Plan and priorities

Work/Business contacts

Internal: All ranks of Police Officers and Support Staff, to gather, develop and distribute intelligence to participate in the process of crime detection.

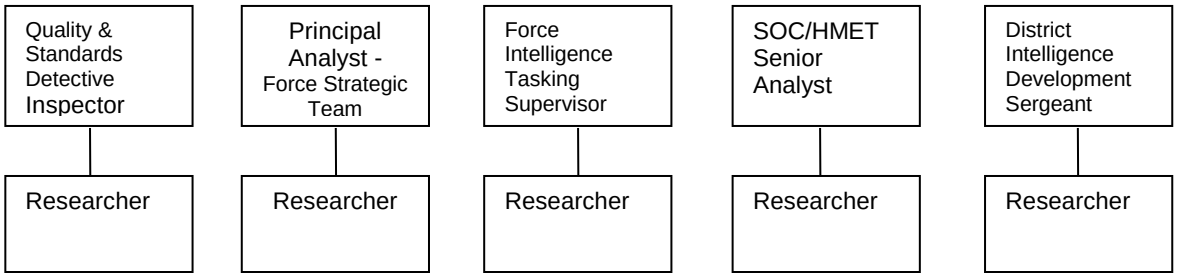
External: All ranks of Police Officers and Support Staff in other Forces to gather, develop and distribute intelligence to participate in the process of crime detection. Numerous outside public agencies to participate in the gathering of information for evaluation and analysis.

Expertise in Role Required (At selection - Level 1)	**Essential or Desirable**
• Proven experience within an intelligence environment and/or experience of research.	Essential
• Good working knowledge of, and ability to operate, computerised databases	Essential
• Previous experience in analysing data	Desirable
Other (Physical, mobility, local conditions)	
• Is prepared to work flexible hours to suit the requirements of the department.	Essential
• Willingness to undertake and successfully pass management vetting levels for Districts / Departments	Essential
• Ability and willingness to travel for business purposes	Essential
• Ability and willingness, if the needs of the Force dictate, to work at any location within the force	Essential
• Willingness to undergo regular Psychological Assessment if based in Abusive Images	Essential

Expertise in Role - After initial development - Level 2

- Basic knowledge of District and Force Structure.
- Has successfully completed courses relevant to the post, and is able to fully interrogate and extract information from all appropriate systems.
- Basic knowledge of the Data Protection Act and Management of Police Information (MOPI) as it relates to the work of the District / Department.
- Basic knowledge of available sources and methods of gaining information. Quality & Standards Detective Inspector

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

Level 1 –Practitioner

PART C - DEVELOPMENT OF ROLE

Expertise in Role (Advanced - Level 3)
• Able to fully interrogate all IT systems within the District / Department. • Is recognised and used as an expert in all matters relating to intelligence research.

PART D - ACCESS & VETTING

Standard IT Access	Default
Police Building (Perimeter and Zone access)	Perimeter Access to Police Buildings where based
Vetting Level	Management Vetting
Date accepted as a role profile	17/11/15