



Role Title	Intelligence Analyst (Entry)	Reporting to	Senior Regional Analyst
Section	Intelligence Thematic Areas	Division/Department	CTP NE
Tenure		Rank/Grade	Scale 5

Part A – JOB DESCRIPTION

Overall purpose of role	Under the guidance of a mentor, conduct and provide strategic, tactical and operational analysis in support of Counter Terrorism Policing (CTP) objectives. Produce analytical products using a range of analytical tools and methods, to support the decision making process for a range of CTP customers, internally and externally.
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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. Under the guidance of a mentor, be responsible for liaising with customers to provide and advise on the analytical requirements. Design and develop terms of reference and provide advice on analytical products, opportunities and limitations that may exist and to determine the best analytical product to use for the outcome required. 3. In conjunction with a mentor, liaise with customers/stakeholders and provide advice to determine the most appropriate analytical problem solving techniques to support tactical decision making relating to the tasking of resources in line with regional and national priorities. 4. As directed, provide analytical support to the Senior Investigating Officer (SIO) and key stakeholders, by compiling analytical products, profiles and reports to identify potential threats, risk, intelligence/evidential opportunities and knowledge gaps, to achieve operational objectives. 5. As directed, prepare and provide analytical products to an evidential standard including the completion of Witness Statements where appropriate and attend court to present these as required, assisting in the decision making. 6. Under the guidance of a mentor, utilise creative and critical thinking when analysing information and intelligence from a range of sources to provide an assessment. Use Structured Analytical Techniques to develop and test inferences and hypotheses. Communicate and disseminate analytical findings, intelligence gaps and recommendations using the most appropriate method. 7. As directed, prepare and present, using information retrieved from a range of sources, strategic and tactical analytical products in support of the Regional/National Control Strategy and to inform the National picture. 8. As directed, provide real-time analytical support to live-time incidents in CTP-NE Region and/or in support of the national network priorities including preparing analytical products to inform SIO decision-making. 9. Comply with all relevant legislation, standards, protocols, procedures and guidelines. 	

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

- Production of regular strategic, tactical and operational analytical products
- Numerous relevant computer systems
- Assisting the approach of the Region to the currently Control Strategy and priorities
- Working to local, regional and national priorities and operating models.
- 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.

Work/Business contacts

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

External: Police Officers and Staff in other CTPs, Forces and members of partner agencies and other stakeholders.

Expertise in Role Required (At selection - Level 1)

Essential or Desirable

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| • Educated to degree level or with the equivalent qualification or experience | Essential |
| • Previous experience of analysing complex data accurately | Essential |
| • Excellent communication skills both oral and written | Essential |
| • Good working knowledge of Microsoft Office products and the ability to interrogate computerised databases | Essential |
| • Able to work in a high pressure environment and to tight deadlines. | Essential |
| • Is willing and able to attain Intelligence Professionalisation Programme (IPP) certification in line with the role | Essential |
| • Knowledge of Structured Analytical Techniques | Desirable |
| • Knowledge of the National Intelligence Model and CONTEST strategy | Desirable |

Other (Physical, mobility, local conditions)

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| • Is prepared to work flexible hours to suit CTP requirements | Essential |
| • Is willing and able to travel for business purposes and potentially to work for extended periods across or outside the NE region | Essential |
| • Is willing and able to successfully complete DV vetting procedures | Essential |

Expertise in Role - After initial development - Level 2

- Has successfully completed any appropriate computer-based courses and core analytical courses.
- Is working towards attaining the IPP certification.
- Basic knowledge of Structured Analytical Techniques
- Basic knowledge of relevant thematic area activity in the Region
- Good knowledge of all relevant legislation, standards, protocols, procedures and guidelines.

Structure

LOCAL SGT – THEMATIC AREA

SENIOR REGIONAL ANALYST

INTELLIGENCE ANALYSTS



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)

- Is able to conduct analysis to an appropriate standard without the guidance of a mentor.

PART D - ACCESS & VETTING

Standard IT Access	Default
Police Building (Perimeter and Zone access)	Perimeter Access to Police Buildings where based
Vetting Level	MV, SC and DV
Date accepted as a role profile	23.12.19