



Role Title	Regional CTSA Supervisor	Reporting to	Regional Protect & Prepare Lead Detective Chief Inspector Ops Support
Section	Ops Support	District/Department	NE CTU
Tenure		Rank/Grade	POA

Part A – JOB DESCRIPTION

Overall purpose of role	Manage and supervise Counter Terrorism Security Advisors (CTSA), ensuring efficient operational activity, tasking and performance, in the delivery of CT protective security advice and CT awareness, to Crowded Places (CP), Hazardous Sites and Substances (HSS) and Critical National Infrastructure (CNI).
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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. 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. 3. Resource demand and ensure resilience by monitoring staff workloads and abstractions, ensuring appropriate prioritisation of tasks (National, Regional, Force) and deflection of work where appropriate, to relevant people or websites. 4. Seek efficiencies and smarter working practices for staff and self, to make better use of time, money and resources. 5. Quality assure records held, including Management Information Returns (MIR), for accuracy and timely completion and challenge performance. 6. Liaise with central and local key partners to maximise delivery. These will include representatives from industry, government and police. 7. Quality assure staff CT surveys and CT Awareness delivery such as Griffin and Argus to ensure they meet national standards. 8. Maintain professional capability as a CTSA, including a good working knowledge of role specific legislative procedures, national policy and tactical options to advise police security co-ordinators (SecCo) and other stakeholders. 9. Represent the Force, Region and Regional Protect/Prepare Lead, in relation to CTSA's and CT Protective Security. 	

Dimensions <i>(Financial/Statistical/Mandates/Constraints/No. of direct reports)</i>
<ul style="list-style-type: none"> • Maintain accurate records of locations examined and of concern • An exceptionally high degree of confidentiality and discretion is an essential feature of this post • Maintain a high level of professional knowledge in order to provide expert advice and guidance to a wide customer base • Submit relevant reports to Head of CTU, National Counter Terrorist Security Office as required • Line management of Regional CTSA's.

Work/Business contacts

Internal: Police Divisions, Head of CTU, Ops Support

External: National Counter Terrorist Security Office, Security Service, Commercial Organisations, Voluntary and Statutory Agencies

Expertise in Role Required (At selection - Level 1)**Essential or Desirable**

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| • Previous experience of working within a Counter Terrorist/Special Branch/Covert environment | Essential |
| • Hold a City and Guilds licentiateship in CT security management (i.e. be a 'licensed CTSA') and complete annual licentiateship requirements, or have experience and the ability to achieve Licensed CTSA. | Essential |
| • Previous supervisory experience. | Essential |
| • Flexibility to facilitate cross-Force supervision and attendance at various sites (CP, HSS, CNI) and events. | Essential |
| • Access to and knowledge of, relevant Force IT systems and HR processes. | Essential |
| • Any new or existing business interest must be reviewed by Force to ensure it meets confidentiality criteria for the new post. | Essential |
| • Experience of training, presenting and project management | Desirable |
| • Knowledge of business continuity and resilience. | Desirable |
| • Experience of crime prevention, architectural design, planning, or engineering relevant to CP, HSS or CNI | Desirable |

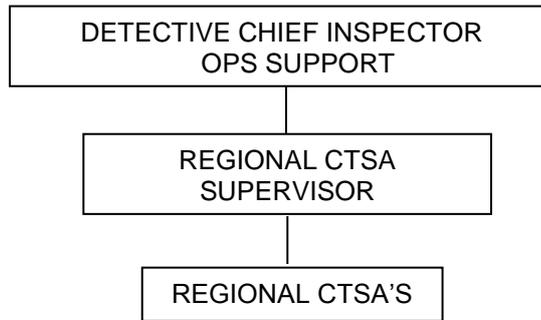
Other (Physical, mobility, local conditions)

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| • Receive clearance from vetting procedures including financial checks | Essential |
| • Willing to adopt flexible working patterns to suit the requirements of the department | Essential |
| • Ability and willingness to travel throughout the NE Region and UK for business purposes | Essential |

Expertise in Role - After initial development - Level 2

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| • Has attended and successfully completed the NaCTSO training program and Crime Prevention Officer training modules |
| • Has demonstrated an ability to apply the technical skills in Protective Security Methodology |
| • Has shown the skills required to carry out surveys and processes |
| • Has developed an understanding of the role of CTU and the Security Service |
| • Has gained a working knowledge of the relevant sections of the Crime and Security Act 2001 |
| • Has demonstrated the ability to effectively manage and develop staff within the unit |

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 2- Supervisor/Middle Manager

PART C - DEVELOPMENT OF ROLE

Expertise in Role (Advanced - Level 3)

- Has practically and effectively implemented Protective Security Methodology
- Has applied counter terrorism techniques through physical measurements and environmental design
- Is recognised as and used as an expert source of information on Counter Terrorism matters

PART D - ACCESS & VETTING

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