ROLE PROFILE

Role Title	Data Insights Analyst	Reporting to	Senior Analyst
Section	Tackling Organised Exploitation (TOEX) Programme	District/Department	Y&H ROCU
Tenure		Rank/Grade	Scale 6

Part A – JOB DESCRIPTION

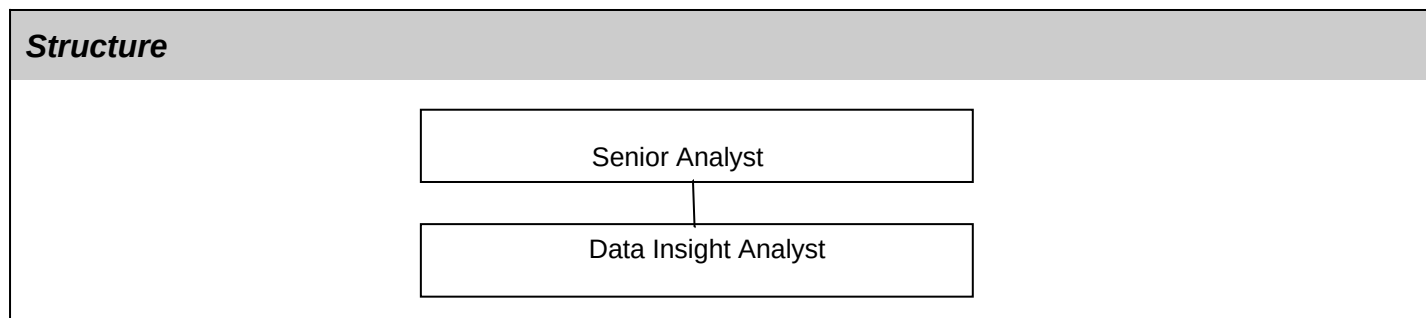| Overall purpose of role	To support the development of data–led products and techniques, automated where possible, within TOEX, working with Intelligence Analysts to build enriched intelligence products to support operational decision making.

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. Apply the TOEX operating model to undertake data acquisition, collation and conflation activities in order to deliver the required insight and analytics tools to the Intelligence Analyst.

3. Identify and develop access to new sources of information to support intelligence analysis products.

4. Undertake development work assigned by the Data Manager in order to ensure that TOEX systems keep up technological pace with advances in criminality.

5. Liaison with other internal and external colleagues to progress/resolve technical solutions/issues and reduce the burden of manual systems.

6. Prepare statements of evidence for court and attend court as a witness to assist in the criminal justice process.

7. Maintain awareness of both national and regional priorities around organised exploitation

8. Support the performance across both the regional national TOEX teams by harnessing and promoting the best use of data, data insight tools and emerging data technologies that will enhance the business

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

- This role will have knowledge and expertise in a discipline not shared by immediate colleagues and the clients the team is delivering too – subject matter expert

- Development and adaption of data and intelligence systems.

Work/Business contacts

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

External: Officers and staff at all levels from other forces and regions, external partner agencies.

Expertise in Role Required (At selection - Level 1)	Essential or Desirable
• Experience with the discipline of Data Analysis	Essential
• Experience of using of relevant technical platforms (e.g. Sequel/SQL, O365 in particular Visual Basic, Power BI, and MS Azure) to drive effectiveness and efficiency in service delivery.	Essential
• Experience in preparing, developing and delivering research from a wide variety of sources, to inform analytical products.	Essential
• Awareness of relevant legislation and/or guidance for example; General Data Protection regulation, Information Sharing, Disclosure, Data Protection and RIPA.	Essential
• Ability to manage multiple tasks through effective time management and assessment and prioritisation of workloads	Essential
• Good communicator with the ability to interpret and explain complex and technical issues to a non- technical audience	Essential
• Qualification within the Discipline of Data Science or a related subject area	Desirable
• Experience of working in a sensitive environment, dealing with both sensitive and personal data.	Desirable
• Awareness of the thematic of Exploitation, Modern Slavery, County Lines or Organised Crime Groups.	Desirable
Other (Physical, mobility, local conditions)	
• Willingness to undertake and successfully pass MV/SC vetting	Essential
• Ability to travel throughout the UK when required	Essential

Expertise in Role - After initial development - Level 2
• Knowledge of relevant legislation and/or guidance for example; General Data Protection regulation, Information Sharing, Disclosure, Data Protection and RIPA.
• Experience of working in a sensitive environment, dealing with both sensitive and personal data.
• Knowledge of the thematic of Exploitation, Modern Slavery, County Lines or Organised Crime Groups.

Structure

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│   Senior Analyst    │
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┌──────────┴──────────┐
│ Data Insight Analyst│
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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
Select one level   Level 1 –Practitioner

PART C - DEVELOPMENT OF ROLE

Expertise in Role (Advanced - Level 3)
• Detailed knowledge of relevant legislation and/or guidance for example; General Data Protection regulation, Information Sharing, Disclosure, Data Protection and RIPA.   • Knowledge of data security and management assurance processes within a Tier 1 environment.

PART D - ACCESS & VETTING

Standard IT Access	Default
Police Building (Perimeter and Zone access)	Perimeter Access to buildings where based
Vetting Level	Management Vetting/Security Clearance
Date accepted as a role profile	25th January 2022