

## THAMES VALLEY POLICE

## PC/DC ROLE SPECIFICATION

<b>Role Title:</b>	Police/Detective Constable - Handler Dedicated Source Unit (DSU)	<b>Department:</b>	Dedicated Source Unit (DSU)
<b>Reports To:</b>	Detective Sergeant DSU	<b>Location:</b>	South East Region

<b>Purpose of role:</b>	The recruitment, maintenance and development of covert intelligence sources, in support of CTPSE and partner operations and intelligence requirements.
<b>Principle Responsibilities:</b>	1. Undertake day-to-day responsibility for the handling of Covert Human Intelligence Sources (CHIS) as directed by the CTP SE DSU Controller, in accordance with relevant legislation and policy, as laid out under the Regulation of Investigatory Powers Act (The Act), Secondary Legislation and NPCC Manual of Standards.
	2. Act as co-handler where appropriate to those other sources (CHIS) utilised by key partners
	3. Identify, cultivate and handle relevant sources (CHIS) to provide information impacting on National Security and other priorities relevant to CTP SE activities.
	4. Ensure that sources (CHIS) are handled in accordance with the Primary and Secondary Legislation, NPCC Manual of Standards and European Convention of Human Rights together with National CHIS Policy and the 'professional' management of a DSU Controller.
	5. Ensure on a day-to-day basis the security of all information obtained from their respective sources.
	6. Together with other officers within the Dedicated Source Unit, develop awareness of procedures in line with Legislation and Force Policy and impact this to other officers within the Force.
	7. Maintain liaison with key partners including developing relationships with local and regional partners.
	8. As a regional resource you will be expected to cover at differing locations throughout the region and carry out handler on-call duties. You may also be required to temporarily cover other UK regions in response to a terrorist incident as part of the wider CT network.
	9. Ensure that your administrative functions, record keeping, and performance data are efficient, transparent and maintained to a high standard.

<b>Essential role based training:</b>	<ul style="list-style-type: none"> <li>• Work flexible hours to suit the requirements of the department. Handlers will be expected to take part in the on call rota which will include working one weekend in seven.</li> <li>• Ability and willingness to travel for business purposes</li> <li>• Successful completion of Pre-Training Assessment (PTA) – <b>essential prior to appointment.</b></li> <li>• Successful completion of the National Security Agent Handling Course.</li> <li>• Successful completion of the CHIS in prison course.</li> </ul>
<b>Essential Criteria:</b>	<ul style="list-style-type: none"> <li>• A good standard of education including excellent numeracy and literacy skills.</li> <li>• A good working knowledge of the Police service, with a thorough understanding of all aspects of covert investigations and proven investigative skills.</li> <li>• Thorough working knowledge and understanding of legislation in relation to Regulation of Investigatory Powers Act 2000, European Convention of Human Rights, Secondary Legislation (The Codes).</li> <li>• Knowledge of specialist tactics to be deployed for both evidence and intelligence gathering.</li> <li>• Excellent interpersonal skills with the ability to communicate clearly and concisely at all levels both within the organisation and outside agencies.</li> <li>• Highly motivated with good time management skills and able to ensure deadlines are met and regulations adhered to, with the ability to work under pressure, prioritise workload and have the ability to assimilate detailed information.</li> </ul>
<b>Desirable Criteria:</b>	<ul style="list-style-type: none"> <li>• Recent experience of working in the counter terrorist environment with a good knowledge and understanding of counter terrorism and domestic extremism.</li> <li>• Accredited experience in National Security source/agent handling with an excellent understanding of the relevant tradecraft.</li> </ul>
<b>Additional Information:</b>	<ul style="list-style-type: none"> <li>• Ability to travel across South East Region when required. Working hours and level of flexibility are required.</li> <li>• The role holder <b>must</b> undertake and maintain Developed Vetting</li> </ul>
<b>Competency Value Framework (CVF) – Level 1</b> The role holder should effectively deliver these key requirements.	<ul style="list-style-type: none"> <li>• We are emotionally aware – level 1</li> <li>• We take ownership – level 1</li> <li>• We collaborate – level 1</li> <li>• We deliver, support and inspire – level 1</li> <li>• We analyse critically – level 1</li> <li>• We are innovative and open-minded – level 1</li> </ul>

