



## SOUTH EAST REGIONAL PRISON INTELLIGENCE TEAM (SERPIT)

### DETECTIVE SERGEANT ROLE SPECIFICATION

<b>Role Title:</b>	Detective Sergeant – Prison Intelligence Supervisor	<b>Department:</b>	Regional PIU
<b>Reports To:</b>	Prisons DI / Manager	<b>Location:</b>	South East Region

<b>Purpose of role:</b>	<p>The South East Regional Prison Intelligence Team is responsible for gathering and developing intelligence from HM Prison and Probation Service (HMPPS) and other associated establishments relating to national security issues and organised crime.</p> <p>The prison hub is supported by a number of Prison Intelligence Officers (PIO's) who are expected to work within the regional establishments and, together with the HMPPS, are required to identify and exploit intelligence opportunities with a view of mitigating risk and disrupting offenders.</p> <p>In addition to working to identified national and regional priorities, PIO's are the gateway between law enforcement and the prison service and will provide support, advice and expertise in relation to all prison related matters.</p> <p>Regional Prison Intelligence Unit Supervisors are required to: -</p> <ul style="list-style-type: none"> <li>• Provide supervision, guidance and leadership to Prison Intelligence Officers in respect of prison related activities in both the counter terrorism and organised crime arenas.</li> <li>• Ensure the professional and consistent management and control of all intelligence and information pertaining to prisons, providing quality assurance and ensuring adherence to national standards.</li> <li>• Supervise the development of intelligence to manage threat and risk within the south east establishments.</li> </ul> <p>Provide resilience to the unit manager and fulfil other responsibilities as directed by the senior leadership team.</p>
<b>Principle Responsibilities:</b>	Supervise and lead the Regional Prison Intelligence Unit.
	Work with partners to maintain and develop existing relationships to ensure compliance with the unit's strategy and objectives.

	Review and direct intelligence developments in relation to the highest priority subjects (Band 1 and 2) taking into account the different requirements expected from national security and organised crime partners.
	Support the management of risk and threat within the prison estate in accordance with NSIM and other intelligence handling models.
	Support the regional counter terrorism and organised crime tasking & coordination processes.
<b>Liaison With (In Service)</b>	<ul style="list-style-type: none"> <li>• South East Counter Terrorism Unit.</li> <li>• South East Regional Organised Crime Unit.</li> <li>• Local Policing Teams.</li> <li>• All police forces – both in respect of serious organised crime and counter terrorism.</li> <li>• National Prison Intelligence Coordination Centre.</li> </ul>
<b>Liaison With (Outside Service)</b>	<ul style="list-style-type: none"> <li>• Security Service (CT).</li> <li>• National Crime Agency</li> <li>• National Offender Management Service.</li> <li>• Probation (NPS and private agencies).</li> </ul>
<b>Skills Required:</b>	<ul style="list-style-type: none"> <li>• Excellent supervisory and management skills with an ability to manage staff working remotely for significant periods of time.</li> <li>• Highly motivated to perform the role with little supervision, being able to manage time efficiently, self-task, and to work well under pressure whilst dealing with several different issues at once.</li> <li>• Demonstrate an ability to assimilate and assess large volumes of information, making sound operational and administrative decisions.</li> <li>• Demonstrate an ability to deal with several complex tasks simultaneously.</li> <li>• Excellent interpersonal skills with the ability to communicate effectively at strategic and tactical levels and to produce written reports.</li> <li>• Take ownership for your area of business, be adaptable and flexible to prioritise tasks and organise work yourself in order to respond to the greatest areas of risk and threat.</li> <li>• Knowledge of intelligence handling procedures including sanitisation, firewalling, parallel sourcing, and management of covertly obtained material.</li> <li>• Knowledge of Government Security Classifications and restrictions around dissemination of intelligence.</li> <li>• Knowledge of existing priorities, risks and threat in relation to national security and serious organised crime.</li> <li>• Knowledge of investigative procedures and relevant</li> </ul>

	legislation pertaining to the disclosure of unused material.
<b>Essential role based training:</b>	<ul style="list-style-type: none"> <li>• Intelligence Managers Course.</li> <li>• CT Part 'A' and 'B'.</li> <li>• Police Computer Applications.</li> <li>• NCIA – Core Course (CT).</li> </ul>
<b>Essential Training Prior to Appointment:</b>	<ul style="list-style-type: none"> <li>• Experience in a broad arena of intelligence including risk assessment, intelligence development and quality assurance. <b>(Essential)</b></li> <li>• Experience of intelligence systems and procedures together with associated legislation. <b>(Essential)</b></li> <li>• Experience in the submission of RIPA authorities and management of associated product. <b>(Essential)</b></li> <li>• Previous exposure to covert operational tactics. <b>(Essential)</b></li> <li>• Previous experience in risk assessment. <b>(Essential)</b></li> <li>• Knowledge of Counter Terrorism organisational structures and processes. <b>(Desirable)</b></li> <li>• Knowledge of Serious Organised Crime structures and processes. <b>(Desirable)</b></li> </ul>
<b>Additional Information:</b>	<ul style="list-style-type: none"> <li>• Appointment will be subject to successful vetting to DV. <b>(Essential)</b></li> <li>• Holds a full and current UK / European driving licence and be willing to undertake the necessary training to drive departmental vehicles. <b>(Essential)</b></li> </ul> <p><b>Hours of Work</b></p> <ul style="list-style-type: none"> <li>• Principally between 08:00 – 16:00 or 10:00 – 18:00 (Monday to Friday)</li> <li>• Occasional weekend working.</li> <li>• On-call requirement.</li> <li>• <b>Significant flexibility is required.</b></li> </ul> <p><b>Place of Work</b></p> <p>Supervisors will be expected to attend meetings on a regular basis at the offices Near Gatwick or the offices at Near M4, Junction 12. Supervisors will generally be based within the force area required to best discharge their supervisory obligations. Under the new operating model the post is likely to be covering sector 1, 2 or 3 (TVP, Hampshire, Surrey) or the Hub in Crawley.</p>

<b>ROLE PROFILE</b>	<b>Sergeant</b>	
	<b>PERSONAL QUALITIES</b> <b>The role holder should effectively deliver these key requirements:</b>	
	We are emotionally aware – level 2 We take ownership – level 2	
	We collaborate – level 2 We deliver, support and inspire – level 2	
	We analyse critically – level 2 We are innovative and open-minded – level 2	