

## THAMES VALLEY POLICE

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### SERGEANT ROLE SPECIFICATION

<b>Role Title:</b>	Detective Sergeant – Intelligence, Fixed Intelligence Management Unit (FIMU)	<b>Department:</b>	Intelligence
<b>Reports To:</b>	Detective Inspector – Intelligence	<b>Location:</b>	Counter Terrorism Policing South East (CTP SE)

<b>Purpose of role:</b>	<p>The post holder will provide supervision guidance and leadership in the Counter Terrorism (CT) Intelligence Management Unit.</p> <p>To ensure the professional and consistent management and control of all intelligence and information that enters and leaves the CT Intelligence Management Unit, providing quality assurance and ensuring adherence to national standards. The post holder will supervise the development of intelligence to manage threat and risk in relation to matters within the CT remit. Provide resilience to Detective Inspector, Intelligence Manager when required.</p>
<b>Principle Responsibilities:</b>	Supervise and lead the Intelligence Management Unit and other identified intelligence roles. Provide supervision and direction to ensure effective security measures exist for all secure IT and communication systems utilised within CTP SE as well as operating locations in accordance with national and partner standards.
	Monitor, assess and manage new intelligence received into CTP SE undertaking joint assessments of threat and risk with partner agencies ensuring risks are identified, managed and allocated appropriately. Develop and manage professional working relationships with appropriate partners (local, regional, national), in order to maximise the exchange of information and intelligence.
	Supervise and drive forward intelligence development ensuring the use of tactical opportunities, overt and covert investigative techniques, and sensitive / confidential material is maximised.
	Control, manage, risk assess and quality assure all intelligence generated and disseminated by CT resources ensuring compliance with legislation, procedures, policies and standards.
	Ensure indexing is managed and progressed in a timely manner in accordance with national standards, providing supervision and quality assurance as required. In addition, ensure data owned by CTP SE is managed, reviewed, retained and disposed regularly and effectively in accordance with national standards and policies.
	Act as a point of guidance and reference to others within Force in relation to the post's specialist knowledge and service provided by the department. This may include providing and delivering briefings and presentations to internal departments, partner law enforcement agencies and other stakeholders. In addition, represent CTP SE at intelligence and

	operational meetings within the department and across both forces as appropriate to the rank and role and as directed by line management.
	Provide operational resilience and support as appropriate to the rank and as directed by line management and provide support to spontaneous, critical and major incidents or events as directed.
	Conduct all responsibilities in strict adherence with all relevant legislation, codes of practice, standards, protocols, procedures and guidelines.
<b>Essential role based training:</b>	Sergeants will need to be prepared to complete the ICIDP (Detectives) accreditation whilst in the post. Completion of the detective accreditation process is essential.
<b>Essential Criteria:</b>	<ul style="list-style-type: none"> <li>• Experience in the broad field of intelligence supervision including risk assessment, intelligence development and quality assurance. Proven and well evidenced experience of intelligence systems and procedures and associated legislation and procedures.</li> <li>• Proven ability to lead and supervise a team ensuring workload is prioritised efficiently and effectively. Exceptional leadership skills with the ability to task intelligence actions and manage expectations across all ranks</li> <li>• Demonstrates the ability to assimilate and assess large volumes of information, making sound operational and administrative decisions and the ability to deal with several complex tasks simultaneously.</li> <li>• Excellent interpersonal and communication skills and a proven ability to communicate information effectively at strategic and tactical levels and produce written reports.</li> <li>• To be able to demonstrate the ability to develop good innovation and problem solving skills in order to be able to apply these skills to problems which may be dynamic and/or where the requirement is vague.</li> <li>• Highly motivated to perform the role with little supervision, being able to manage time efficiently, self task, to work well under pressure and deal with several different issues at once.</li> </ul>
<b>Desirable Criteria:</b>	N/A
<b>College of Policing Sergeant CVF (Level 2):</b>	<ul style="list-style-type: none"> <li>• We are emotionally aware</li> <li>• We take ownership</li> <li>• We collaborate</li> <li>• We deliver, support and inspire</li> <li>• We analyse critically</li> <li>• We are innovative and open minded</li> </ul>
<b>Candidates on promotion only – ‘Step up’ criteria</b>	<p><b>Why me?</b></p> <ul style="list-style-type: none"> <li>• Continuous Professional Development</li> <li>• Provide Leadership and Management</li> <li>• Diversity and Inclusion</li> </ul> <p><b>Why now?</b></p> <ul style="list-style-type: none"> <li>• Conduct evidence based information briefings, taskings and debriefings</li> <li>• Prepare for, monitor and maintain police operations</li> </ul>

<b>Additional Information:</b>	<ul style="list-style-type: none"> <li>• Supervise the response to incidents, including critical incidents</li> <li>• Must be flexible with working hours to ensure resilience within the team and meet the requirements of the role. On occasions this may be to support fast time response to critical incidents, major events and serious crime or disorder.</li> <li>• Post holder will need to take ownership for area of business, be adaptable and flexible to prioritise tasks and organise work in order to respond to the greatest areas of risk and threat (Essential)</li> <li>• The post requires frequent access to the most sensitive intelligence material. The post holder must have a high level of personal integrity and will be required to successfully achieve and maintain security vetting to Developed Vetting (DV) level before taking up the post.</li> <li>• The Intelligence department operates 24/7 and supervisor roles are expected to support the provision of an on call function.</li> <li>• There is an expectation that while this role is allocated to a post with a specific brief and detailed knowledge is required, it is also expected that the post holder maintains a broad overview of the wider CT remit, context and priorities. The brief will change according to the operational priorities of the Department.</li> <li>• The post holder should be aware that the role may require exposure to violent, disturbing or extreme material.</li> </ul>
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