

Job Title: GAIN Co-ordinator	
Job Evaluation Number	C107

JOB DESCRIPTION

Job Title: Government Agency Intelligence Network (GAIN) Co-Ordinator	Location: Near Junction 12, M4
Job Family: Operational Support	Role Profile Title: BB4 Police Staff
Reports To: DCI Head of Intelligence	Band level: 4I
Staff Responsibilities (direct line management of): Nil	

a. **OVERALL PURPOSE OF THE ROLE:** Defines the role, put simply, why it exists.

The overall purpose of the role is to: deliver strategic and tactical coordination of a multi-agency problem solving approach within the South East region to disrupt organised criminality. Operating as part of the Government Agency Intelligence Network (GAIN) structure and processes and ROCU Gateway and Sensitive Intelligence Unit. To coordinate and improve the partnership response to the threat of serious and organised crime.

b. **KEY ACCOUNTABILITY AREAS:** Define the important aspect of the role for which the job holder is responsible for results or outcomes.

The key result areas in the role are as follows:

1. Maximise enforcement and disruption opportunities against serious and organised crime in line with a whole government approach. Deliver a co-ordinated partnership approach to serious and organised crime and ensure that relevant information / intelligence is shared to maximise 4P opportunities Proactively identify opportunities and co-ordinate the response by police, partners and other law enforcement agencies to threat, harm and risk. Plan and organise work to complete it within set framework, standards, & timescales

2. Create an environment within which government agencies can lawfully, safely and confidently share intelligence safely and confidently in the pursuit of tackling organised crime. This will require identification of key partners that can assist in enhanced intelligence sharing and developing relationships and processes to enable this. Work with partner agencies to help build a more complete picture of serious and organised crime.

3. Identifying key stakeholders within serious and organised crime, building and supporting effective relationships to coordinate and improve the operational response. Develop GAIN strategies to support SEROCU and South East force SOC investigations and liaise with key stakeholders and partners to assist in developing of 4 P Plans.

4. Ensure available GAIN intelligence supports the assessment of serious and organised crime, to improve the intelligence picture and accuracy and understanding of threat, risk and harm.

5. Collaborate with, and support, gateway to ensure engagement with police and other agency tasking meetings and forums.

6. Support and engage with investigators, lead responsible officers and tactical and strategic leads in order to utilise GAIN network for operational objectives.

7. Liaise and coordinate with national GAIN functions and ROCU network peers in order to deliver and optimise GAIN function in the South East.

8. Coordinate identification of best practice and success stories in order to promote the value and benefits of a partnership approach to tackling SOC, at local, regional and national level.

9. Represent GAIN agencies at regional level in the SOC system, enabling their contribution to the whole system approach to understanding and tackling SOC.

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10. Supporting and contributing to the development of The GAIN at a national level, and subsequent implementation at a regional and local level

11. Work closely with the National GAIN Intelligence Hub to proactively identify and develop strategies for disruption and enforcement against GAIN referrals from police and partners

c. **DIMENSIONS:** Include matters as key result areas that make the greatest demands on the role holder, seasonal pressures, items processed, the number of customers and/or level of authority to make financial decisions or commit other resources.

Further Comments:

The post holder will require frequent travel between ROCU bases Near Junction 12, M4 and across the South East to both policing and partner agency locations. Less frequent national travel may also be required.

Accountable for the performance of GAIN regionally and contribute to National GAIN performance.

The post holder will be required to be vetted for Security Clearance.

Identification of potential new partners and engagement with National GAIN Coordinators to identify how they can lawfully contribute to the fight against SOC

Minimal supervision is received by the ROCU management. The post holder has a certain amount of autonomy and is expected to work under their own initiative and to refer only complex problems to supervision. Mentoring and support from National GAIN Coordinators and support from network of GAIN Coordinators

The role will include attendance at various regional and local meetings and be confident in presenting to stakeholders and partners, and to all ranks within the police service e.g. the RIG, Local SOC Partnerships, LRO Meetings etc. Also to regularly provide presentations to various agencies and speak at seminars etc.

d. CHARACTERISTICS OF THE ROLE

Expertise: Concerned with the level of administrative, professional and/or technical expertise (knowledge and skills) needed to perform the role effectively; may be acquired through experience, specialised training, and/or professional or specialist education and training.

The knowledge or skills required in the role are as follows (essential or desirable):	E/D
1. Clear and effective communication skills, both orally and in writing, to a range of audiences at different levels. The ability to inform, to negotiate and influence. The ability to listen and interpret the needs and objectives of others. .	E
2. Demonstrate effective management of risk, threat and harm	E
3. Experience of maintaining effective relationships, including across different teams or agencies.	E
4. Demonstrable knowledge of the principles, procedures and protocols for sharing intelligence, which will be evidenced by relevant experience.	E
5. Commitment to equality and diversity in business culture and service delivery.	E
6. Able to demonstrate self-motivation to work on your own.	E
7. Ability to demonstrate the interpretation and application of legislation, standards, policies, procedures or good practice in a work environment. e.g. Data Protection Act. .	E
8. Ability to deliver a problem solving approach with measurable operational benefits.	E

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9. Must have capability to travel to different locations across the Force and undertake all assignments in a timely manner, being available to work some evenings and weekends, where required. Due to the requirement to work flexibly, unsocial hours and personal safety for lone working; public transport may not be available or suitable at these times. For this reason a full UK driving licence is considered essential *.	E
10. Experience of working in an intelligence environment with an understanding tasking processes and principles of serious and organised crime threat assessment	D
11. Ability to negotiate and influence at a range of levels in organisations and across different agencies.	D
12. Possess good IT skills, including literacy in common software packages such as Microsoft word, Excel and PowerPoint.	D
13. Ability to demonstrate skills in providing a leading role in coordination of services.	D
14. Experience of working within a law enforcement environment and delivery of operational outcomes.	D
15. Proven experience of strategic and tactical decision making and the ability to lead in a fast moving environment with competing priorities.	D
Additional comments: * working hours and level of flexibility requirements are specific to each role and will be discussed at interview.	