



## ROLE PROFILE

<b>Role Title:</b>	<b>Senior Intelligence Analyst</b>
<b>Department/Unit:</b>	<b>Strategic Services Improvement Department</b>
<b>Rank/Grade:</b>	<b>PO2/PO3</b>
<b>Reporting to:</b>	<b>Tactical Intelligence &amp; Performance Support Manager</b>
<b>Main purpose of the role:</b>	To manage and lead a team of intelligence analysts and research staff responsible for the provision of tactical, strategic and operational analytical services in support of the Force's control strategy and strategic priorities. To set and oversee the standards and approach undertaken by the team and ensure a quality service is delivered against identified requirements. To manage, guide, mentor analytical staff and coordinate the provision of appropriate analysis in support of regional and national priorities. To contribute to achieving the vision, purpose and values of Bedfordshire Policing.

### Key Responsibilities

- Direct and manage the provision of intelligence analysis and research to support tactical and strategic activity. This includes: providing a range of intelligence products to the Force; presenting evidence in court proceedings; and advice and support to senior staff in response to police operations, investigations and partnership activity.
- Coordinate and manage the work of the team, ensuring work is allocated effectively and fairly. Motivate and support team members to achieve their objectives and monitor the progress and quality of the work to ensure a high level of service is provided.
- Develop the technical knowledge and skills of the team, providing support, guidance and feedback on their development and encouraging them to take responsibility for their own learning.
- Lead the team in use of analytical techniques, ensuring they're used appropriately to identify and explain key areas of threat, harm, risk and opportunity.
- Establish the objectives of intelligence analysis products through negotiation and agreement with key stakeholders. Win the support of colleagues and other stakeholders.
- Develop effective working relationships with teams across the Force, BCH, ERSOU, partners, and other agencies, to ensure the best flow of information and appropriate support provided by the research and analysis function.
- Agree and implement performance objectives for team members and provide honest feedback to encourage continual professional development.
- Support and encourage the team to identify, develop and implement new ideas in order to continuously improve products, services and processes.
- Monitor standards and ensure consistent and accurate analytical methodologies are applied in relation to the National Intelligence Model analytical products.
- Manage the statutory and legislative data provision process including FOIs.
- Plan how analysis will be undertaken, seeking views from people in your area of responsibility, identifying any priorities or critical activities and making best use of the available resources.
- Lead on the identification of best tools and processes available for intelligence staff within the intelligence teams, develop training needs around these capabilities and complete business cases for any funding requirements.
- Deputise for the Tactical Intel & Perf Support Manager when required.
- Represent the region at national meetings hosted by policing and other agencies.

<b>Financial e.g. Limits/Mandates</b>	<b>Non-Financial e.g. Staff Responsibility</b>
<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Line management responsibility for staff and/or officers</li> </ul>



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<b>Psychological Assessment</b>	To be confirmed
<b>Return on Investment</b>	Not applicable
<b>Homeworking or Agile Working</b>	Homeworking

<b>Entry Requirements</b>	
<b>Essential</b> <ul style="list-style-type: none"> <li>• Experience in conducting intelligence analysis for both tactical and strategic purposes</li> <li>• High level of analytical skills and ability to understand intelligence that affects or may influence the objectives and strategic direction of the Force.</li> <li>• A methodical and analytical approach with an ability to explain decisions and rationale clearly and accurately.</li> <li>• Ability to work with Windows based software and customised databases.</li> <li>• Experience of process improvement and management.</li> <li>• High level of interpersonal skills with the ability to build trust, confidence, credibility, consensus and integrity in the delivery of services at a corporate senior level.</li> </ul>	
<b>Desirable</b> <ul style="list-style-type: none"> <li>• Completed Analytical training (NIAT, GIAT, DIAM)</li> <li>• Management experience or qualification</li> </ul>	

<b>Any other General Requirements/Scope</b>
<ul style="list-style-type: none"> <li>• The post holder may occasionally be required to travel to different locations across Bedfordshire and nationally for meetings/training events.</li> <li>• The post holder may occasionally be required to work from different locations across Bedfordshire or nationally.</li> <li>• If using a private vehicle then business insurance needs to be organised by the individual.</li> <li>• The post holder may occasionally be required to work additional hours.</li> <li>• Vetting is required, as advised by the Vetting Unit.</li> <li>• The post holder will be expected to undertake training as and when required.</li> <li>• The post holder will be expected to comply with health and safety requirements.</li> </ul>
<b>Obligatory Requirements</b> <ul style="list-style-type: none"> <li>• Before commencement of this appointment, this role may be subject to a medical assessment. For some roles health screening or surveillance may be required on a regular basis, as identified by line manager risk assessments.</li> <li>• There is a requirement for the role holder to meet the probationary objectives set.</li> </ul>



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Personal Qualities (Behavioural Competencies)
<p><b>We are emotionally aware</b></p> <p>I consider the perspectives of people from a wide range of backgrounds before taking action. I adapt my style and approach according to the needs of the people I am working with, using my own behaviour to achieve the best outcome. I promote a culture that values diversity and encourages challenge. I encourage reflective practice among others and take the time to support others to understand reactions and behaviours. I take responsibility for helping to ensure the emotional wellbeing of those in my teams. I take the responsibility to deal with any inappropriate behaviours.</p>
<p><b>We take ownership</b></p> <p>I proactively create a culture of ownership within my areas of work and support others to display personal responsibility. I take responsibility for making improvements to policies, processes and procedures, actively encouraging others to contribute their ideas. I am accountable for the decisions my team make and the activities within our teams. I take personal responsibility for seeing events through to a satisfactory conclusion and for correcting any problems both promptly and openly. I actively encourage and support learning within my teams and colleagues.</p>
<p><b>We are collaborative</b></p> <p>I manage relationships and partnerships for the long term, sharing information and building trust to find the best solutions. I help create joined-up solutions across organisational and geographical boundaries, partner organisations and those the police serve. I understand the local partnership context, helping me to use a range of tailored steps to build support. I work with our partners to decide who is best placed to take the lead on initiatives. I try to anticipate our partners' needs and take action to address these. I do not make assumptions. I check that our partners are getting what they need from the police service. I build commitment from others (including the public) to work together to deliver agreed outcomes.</p>
<p><b>We deliver, support and inspire</b></p> <p>I give clear directions and have explicit expectations, helping others to understand how their work operates in the wider context. I identify barriers that inhibit performance in my teams and take steps to resolve these thereby enabling others to perform. I lead the public and/or my colleagues, where appropriate, during incidents or through the provision of advice and support. I ensure the efficient use of resources to create the most value and to deliver the right impact within my areas. I keep track of changes in the external environment, anticipating both the short- and long-term implications for the police service. I motivate and inspire others to achieve their best.</p>
<p><b>We analyse critically</b></p> <p>I ensure that the best available evidence from a wide range of sources is taken into account when making decisions. I think about different perspectives and motivations when reviewing information and how this may influence key points. I ask incisive questions to test out facts and assumptions, questioning and challenging the information provided when necessary. I understand when to balance decisive action with due consideration. I recognise patterns, themes and connections between several and diverse sources of information and best available evidence. I identify when I need to take action on the basis of limited information and think about how to mitigate the risks in so doing. I challenge others to ensure that decisions are made in alignment with our mission, values and the Code of Ethics.</p>
<p><b>We are innovative and open-minded</b></p> <p>I explore a number of different sources of information and use a variety of tools when faced with a problem and look for good practice that is not always from policing. I am able to spot opportunities or threats which may influence how I go about my job in the future by using knowledge of trends, new thinking about policing and changing demographics in the population. I am flexible in my approach, changing my plans to make sure that I have the best impact. I encourage others to be creative and take appropriate risks. I share my explorations and understanding of the wider internal and external environment.</p>