



## ROLE PROFILE

<b>Role Title:</b>	<b>Detective Constable</b>
<b>Rank/Grade:</b>	<b>Detective Constable</b>
<b>Job Family:</b>	<b>Crime</b>
<b>Reporting to:</b>	<b>Detective Sergeant</b>
<b>Main purpose of the role:</b>	<p>The purpose of Bedfordshire Police is Protecting People and Fighting Crime Together. Our style is Firm, Fair and Friendly.</p> <p>The role is to support Bedfordshire Police in achieving its objectives by working as part of a dedicated team investigating Crime and supporting victims. To contribute to achieving the vision, purpose and values of Bedfordshire Police.</p>

### Key Responsibilities

#### Investigation of Crime

- ☐ Demonstrate a high level of victim care ensuring that the safeguarding and THRIVE are correctly assessed and recorded.
- ☐ Prepare case files to a high standard with all submissions completed within requisite time frames.
- ☐ Complete all administration tasks that are ancillary to core responsibilities. I.e. maintain records, input to databases, etc.
- ☐ Gather Information, Intelligence or evidence so that any risks can be mitigated when planning operational events.
- ☐ Ability to present evidence in court to a high standard and develop professional relationships with the CPS and other agencies involved within the judicial process.
- ☐ These key duties and responsibilities are intended as only a guide to the main responsibilities of the post and are not intended to restrict the post holder from performing other duties. Additional responsibilities for the post holder may be agreed on an individual basis and/or recorded as part of the My conversation process.

<b>Financial e.g. limits/mandates</b>	<b>Non-financial e.g. staff responsibility</b>
• None	• None

<b>Agile Working</b>	To be confirmed
<b>Psychological Assessment</b>	To be confirmed
<b>Return on Investment</b>	To be confirmed
<b>Limited Duties</b>	To be confirmed

### Entry Requirements

- Qualified Detective Constable that has successfully passed NIE, the National CID Foundation Course and is PIP level 2 qualified.
- ☐ Proven Track record in Investigations.



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- ☐ Tier 2 witness and suspect interview trained.
- ☐ Disclosure trained.
- ☐ Valid PST

### Any other General Requirements/Scope

This role requires the post holder to have the ability to travel.

☒ If using a private vehicle then business insurance needs to be organised by the individual.

- The post holder will be required to work shifts including nights.
- ☐ The post holder will occasionally be required to work additional hours.
- ☐ Vetting is required, as advised by the Vetting Unit.
- ☐ The post holder will be expected to undertake training as and when required.
- ☐ The post holder will be expected to comply with health and safety requirements

- Obligatory Requirements
- Maintain PIP Level 2 accreditation at all times.



## ROLE PROFILE

### Personal Qualities (Behavioural Competencies)

Technical Skills and Behavioural competencies may be used for promotion / recruitment / selection / PDR processes

#### **We are emotionally aware**

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.

#### **We take ownership**

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.

#### **We are collaborative**

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.

#### **We deliver, support and inspire**

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.

#### **We analyse critically**

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.

#### **We are innovative and open-minded**

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.