



ROLE PROFILE

Role Title:	Cyber Security Advisor
Department/Unit:	Operational Support
Rank/Grade:	PO1
Reporting to:	Detective Inspector Cyber Crime Unit
Main purpose of the role:	To deliver targeted and dedicated cyber Protect/Prevent activity. As subject matter expert, brief and up-skill all teams to ensure Bedfordshire Police has the skills and capabilities needed to protect its residents and businesses from cybercrime and to engage and work with partners to identify and divert individuals at risk of engaging in cyber criminality in order to utilise their knowledge and experience for a lawful purpose which supports the National Cyber Security Strategy. To contribute to achieving the vision, purpose and values of Bedfordshire Police.

Key Responsibilities	
<ul style="list-style-type: none"> Responsible for implementing cybercrime prevention plan and provide a SPOC role for cybercrime threat report. Provide cyber security advice to a broad range of customers within Bedfordshire, including internal customers, public sector organisations, local government organisations, businesses, charities and members of the general public. Facilitate a number of key events/conferences attracting business from across the country with an emphasis on the promotion of the government "cyber essentials" scheme. Exploit partnership opportunities in the area of cyber security and look to harness the skills of industry experts to support increased cyber prevention techniques and awareness. Operate as SPOC for cybercrime prevention activity liaising with regional colleagues/counterparts, College of Policing and other government agencies. Act as a point of contact for cyber security preventative advice for internal force enquiries. Promote customer awareness of the threat from cybercrime and emerging trends and attacks. Develop relationships with customers from within the county and ensure communication channels are active and effective. Identify individuals who may be drawn towards cyber offending and deliver initiatives to engage and divert. Engage with other disciplines within the force and outside agencies and develop useful networks to encourage a coordinated approach ensuring cyber security advice is incorporated in general crime prevention initiative. Support training sessions to police officers and staff regarding cyber security advice procedures and responses to cyber attacks. To engage with schools, colleges and universities providing both Prevent and Protect messages. Key Prevent work at the start of each semester/term warning of the dangers of becoming a money mule and being vulnerable to crime groups. Deliver Protect messaging around the use of social media and internet use. Complete all Action Fraud returns, ensuring all Bedfordshire victims are appropriately provided with protect advice or, where required, provide an enhanced service to minimise the chances of becoming a repeat victim, all in alignment with the force fraud policy. To action Prevent packages which have been disseminated by ERSOU or NCA. To engage with subjects and take appropriate action which could include serving Cease and Desist letters, conducting warrants, examining the subject's devices and working with partners such as the probation service to ensure that the subject is diverted away from criminality. 	



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- To develop partnerships with academia and private sector bodies such as banks, Federation of Small Business etc. to create new schemes and campaigns which will help protect potential victims.

Financial e.g. limits/mandates	Non-financial e.g. staff responsibility
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None

Psychological Assessment	Not applicable
Return on Investment	Not applicable

Entry Requirements
<ul style="list-style-type: none"> Background knowledge/aptitude in cyber security or cybercrime prevention. Experience in dealing with and working with other organisations, businesses and agencies at an executive level to achieve a common objective as a team member or individually. The ability to prepare reports and deliver presentations internally and to outside organisations and businesses. Excellent communication skills with the ability to influence the decision making of others and the ability to build relationships. Competent keyboard skills and ability to use Microsoft Office Suite. Demonstrate innovative ways of problem solving. Positive and flexible approach to the role with a willingness to develop the function under own initiative. Prove ability of delivering advice in a professional capacity. Have undertaken a cyber-security training/educational course. Demonstrate an interest in, and knowledge of, cybercrime and attack methodology. Demonstrate an understanding of threat/risk/harm in the context of cybercrime prevention and security.

Any other General Requirements/Scope
<ul style="list-style-type: none"> The post holder will be required to travel to different locations across Bedfordshire for meetings/training events. The post holder will be required to work from different locations across Bedfordshire. The post holder will need to possess a full driving licence. If using a private vehicle then business insurance needs to be organised by the individual. 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. To take on the role of evacuation marshal if no volunteers come forward in the post holder's work location. <p>Obligatory Requirements</p> <ul style="list-style-type: none"> 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. <p>There is a requirement for the role holder to meet the probationary objectives set.</p>



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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.



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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.