

# Inspectors Promotions Process

## Virtual Information Session:

Assistant Chief Constable Bill Jephson

Laura Johnson, Head of People Development



# Welcome

- ▶ We are really pleased you are considering applying for promotion to become an Inspector
- ▶ Intro to virtual promotion briefing session, follow up session to take place in early January (date to be confirmed when application window opens)
- ▶ Any immediate questions you have, after listening to the recording, please go to, either:
  - Laura Mills, Resourcing Manager: [laura.mills@cambs.pnn.police.uk](mailto:laura.mills@cambs.pnn.police.uk)
  - Francesca Mansi, Team Leader: [promotions@bch.pnn.police.uk](mailto:promotions@bch.pnn.police.uk)
- ▶ ACC Bill Jephson will now outline the context for the importance of the Inspector role and what qualities makes a great Inspector.
- ▶ We will then cover off the details of the promotions process and assessments involved.



# ACC Bill Jephson - Overview of Inspector role across BCH

- ➡ Organisational context
- ➡ Expectations for an Inspector
- ➡ What makes a great Inspector



# Inspector Role

Know yourself

Know your people

Know your operation



# What does it mean to be a great Inspector?

- Set standards and champions them relentlessly
- Knows their team and develops others
- Be open to new ideas and continuous improvement
- Manages risks
- Clear decision making and rationale applied
- Challenges underperformance



# The Promotions Process

- Application process
- Evidencing achievements against the Competency Values Framework
- Panel (on successful shortlisting)
- Feedback and Postings
- Disclosure



# Application Process

## Application Form

- ▶ Candidates are asked to confirm they meet the eligibility criteria and their competence at level 2 of the Competency Values Framework
- ▶ Applicant to confirm is applying for full promotion or acting up pathway
- ▶ Application to confirm is applying for uniform role or detective pathway
- ▶ Candidates to provide evidence against 3 of the Competency Values Framework (CVF) - 300 words per competency area. These are:  
Take Ownership  
Delivers, Support and Inspire  
Analyse Critically
- ▶ Your Line Manager and SMT will be asked to confirm whether they support your application. You will not go forward to the shortlisting stage for panel, or be considered for acting up roles without their support



# Application Process -continued

## Shortlisting

Applicant forms will be marked by 2 local force senior officers per each force, i.e. 2 senior officers for Herts to assess Herts applicants

Prior to issuing to assessors, application forms will be 'anonymised' i.e. candidate names removed

In each force, each of the 2 assessors will then compare marks per candidate and agree on final moderated score

## Moderation

Assessors for each force (2 per force, plus the ACC) then come together to discuss their scoring and ensures a consistent standard of scoring across each of the 3 forces



# Competency Values Framework (CVF)

## Four core values

## Six competencies

Each competency has three levels, with three being the most complex. These levels are not assigned to specific ranks.

Levels apply to competencies only, **not values**.

## Three clusters

The three clusters describe ways of working and are made up of pairs of competencies.



HERTFORDSHIRE  
CONSTABULARY

# Evidencing achievements against the competency value framework

- ▶ Demonstrating a competence is asking you to describe how you used behaviours, skill and experience to achieve an end result.
- ▶ We want to hear more about 'how' you achieved the end result and less about what the situation was
- ▶ Remember your audience – panel members assessing your answers might not know all the specifics of your example, so remember your audience in summarising the situation
- ▶ We are looking for evidence that demonstrates your capability to operate at Inspector
- ▶ To keep you succinct in answering a question, briefly describe the Situation, Task, Action and Result (i.e. what actions you took that lead to this result)
- ▶ As a move from Sergeant to Inspector, your role responsibility will mean your impact is wider and has wider team outcomes, so consider this in your answer.
- ▶ The assessors will be scoring your answers against Level 2 in the competency framework.



# Boards

- ▶ For those successful at the shortlisting stage, they will be invited to attend a face to face board panel that involves a competency based interview and presentation.
- ▶ Two panels running on a carousel approach. BCH panel representation with a range of operational expertise
- ▶ Questions will be designed for all candidate to be able to answer e.g. they will be future focused and are able to be answered hypothetically. You will be asked about past experiences as well as what you would do if you achieved the rank. Be prepared to talk about both and to give examples
- ▶ Listen carefully to the question and give an authentic response – don't just respond with the example that you wanted to give
  - ▶ Presentation: Candidates will be briefed on the presentation topic on the day and will be given time to prepare before presenting to the panel. Candidates will be assessed on presentation content in relation to competence at rank applied for as outlined in the Competency Values Framework (CVF) at level 2. Following the presentation the panel will ask questions on the presentation content.
  - ▶ A structured, competency based interview that explores behaviours and under-pinning values. Candidates should be prepared to talk about examples of how they are currently meeting the required standards for the rank and also have given thought to how they might work once promoted.



# Feedback & Postings

## Feedback

Once the face to face board panels have concluded, candidates have the opportunity to receive feedback from one of the panel members about their performance. This conversation is intended to help candidates identify areas for ongoing CPD whether they have been successful or not.

## Postings

A separate postings group will discuss successful candidates and suitable postings to offer.



# Disclosure

- ▶ Candidates and panel members will be asked to disclose any associations / relations / conflicts of interests that they may have in advance of shortlisting and panel sessions.
- ▶ The names of shortlisting panel members will be made available in advance to all candidates on the Promotion intranet page.
- ▶ Candidates must declare at the point of application.
- ▶ Disclosures must be made to the Resourcing Manager via ([promotions@bch.pnn.police.uk](mailto:promotions@bch.pnn.police.uk)).



# Timescales

## Stage

## Date

**Advert open**

Monday 06<sup>th</sup> January 2020 at midday

**Advert closes**

Sunday 26<sup>th</sup> January 2020 at midday

**Shortlisting**

Week commencing Monday 03<sup>rd</sup> February 2020

**Interview and presentation boards**

Week commencing Monday 23<sup>rd</sup> March 2020





If you have any further queries, please contact the BCH Resourcing team.

- Laura Mills, Resourcing Manager: [laura.mills@cambs.pnn.police.uk](mailto:laura.mills@cambs.pnn.police.uk)
- Francesca Mansi, Team Leader: [promotions@bch.pnn.police.uk](mailto:promotions@bch.pnn.police.uk)

