

# Local Policing Constable

## Role Profile

To support Bedfordshire Police in the achievement of its objectives by delivering a quality policing service to local communities.

### Rank/Grade

Constable

### Line Manager

Local Policing Sergeant (Operations) or Local Policing Sergeant (Communities)

### Scope

**Line Managers should, through consultation with their staff, identify which "Effective Performance" elements of each activity are relevant to the role.**

Section/Location: Force wide with district allocations. However, locations are interchangeable according to operational need

Hours: Variable Shift Agreement

Transport: Current full driving licence and access to a vehicle, or able to arrange own transport

**All officers are required to maintain their safety skills (i.e. Friction Lock Baton, CS Incapacitant, Quick Cuffs and Unarmed Defence Tactics) and be available for operational duties. The only exception to this is where an officer is on restricted duties.**

**This role profile includes the key/core activities of the post and does not restrict the scope of the postholder to perform other duties. Additional duties may be agreed on an individual basis and recorded as part of the annual Performance and Development Review (PDR).**

### Experience and Qualifications

#### Essential:

- Police authorised driver.
- PPE Trained, or otherwise in possession of Force Medical Advisor advice accompanied by an individual risk assessment detailing ability to perform Local Policing duties.
- Basic First Aid.
- Competence in using Force computer systems.

#### Desirable Skills:

- Method of Entry Trained.
- Standard response driver.
- D1 Van Driver.
- Public Order Trained (Level 3, or 2)

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PPF	
Technical Skills and Behavioural Competencies.  Please note Technical Skills and Behavioural Competencies do not apply to Promotion/Recruitment/Selection/PDR processes. They are used for Grading purposes and Underperformance where relevant.	
<b>Skill Category: Policing Professional Framework</b>	
Decision making	Decision making - Level Practitioner Gathers, verifies and assesses all appropriate and available information to gain an accurate understanding of situations. Considers a range of possible options before making clear, timely, justifiable decisions. Reviews decisions in the light of new information and changing circumstances. Balances risks, costs and benefits, thinking about the wider impact of decisions. Exercises discretion and applies professional judgement, ensuring actions and decisions are proportionate and in the public interest.
Leadership	Openness to change - Level Practitioner Positive about change, adapting rapidly to different ways of working and putting effort into making them work. Flexible and open to alternative approaches to solving problems. Finds better, more cost-effective ways to do things, making suggestions for change and putting forward ideas for improvement. Takes an innovative and creative approach to solving problems.
Leadership	Service delivery - Level Practitioner Understands the organisation's objectives and priorities, and how own work fits into these. Plans and organises tasks effectively, taking a structured and methodical approach to achieving outcomes. Manages multiple tasks effectively by thinking things through in advance, prioritising and managing time well. Focuses on the outcomes to be achieved, working quickly and accurately and seeking guidance when appropriate.
Professionalism	Professionalism - Level Practitioner Acts with integrity, in line with the values and ethical standards of the Police Service. Takes ownership for resolving problems, demonstrating courage and resilience in dealing with difficult and potentially volatile situations. Acts on own initiative to address issues, showing a strong work ethic and demonstrating extra effort when required. Upholds professional standards, acting honestly and ethically, and challenges unprofessional conduct or discriminatory behaviour. Asks for and acts on feedback, learning from experience and developing own professional skills and knowledge. Remains calm and professional under pressure, defusing conflict and being prepared to step forward and take control when required.

PPF	
Public Service	<p>Serving the public - Level Practitioner</p> <p>Demonstrates a real belief in public service, focusing on what matters to the public and will best serve their interests.</p> <p>Understands the expectations, changing needs and concerns of different communities, and strives to address them.</p> <p>Builds public confidence by talking with people in local communities to explore their viewpoints and break down barriers between them and the police.</p> <p>Understands the impact and benefits of policing for different communities, and identifies the best way to deliver services to them.</p> <p>Works in partnership with other agencies to deliver the best possible overall service to the public.</p>
Working with others	<p>Working with others - Level Practitioner</p> <p>Works co-operatively with others to get things done, willingly giving help and support to colleagues.</p> <p>Is approachable, developing positive working relationships.</p> <p>Explains things well, focusing on the key points and talking to people using language they understand.</p> <p>Listens carefully and asks questions to clarify understanding, expressing own views positively and constructively.</p> <p>Persuades people by stressing the benefits of a particular approach, keeps them informed of progress and manages their expectations.</p> <p>Is courteous, polite and considerate, showing empathy and compassion.</p> <p>Deals with people as individuals and addresses their specific needs and concerns.</p> <p>Treats people with respect and dignity, dealing with them fairly and without prejudice regardless of their background or circumstances.</p>

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### Key Duties and Responsibilities

1. Attend routine incidents and appointments as required by CMC staff and supervisors. Where practicable effectively resolve these incidents outright at an early stage, ensuring that investigation opportunities are maximised and fulfilled.
2. Effectively interact with the response function to ensure that unresolved low-level crime and other incidents are suitably transferred into Local Policing.
3. Conduct effective investigations, exploiting all detection and alternative disposal opportunities. Where required, provide quality prisoner handover packages.
4. Carry out tasking as required by Supervisors, including foot and public order patrols to police the Night Time Economy.
5. Deal with prisoners when appropriate to provide resilience to the prisoner handling unit.
6. Assisting supervisors in the early identification of critical incidents.
7. Adopt a problem solving approach to community issues.
8. Gather intelligence to support policing objectives.
9. Prepare for and participate in planned policing operations.
10. Provide care for victim and witnesses.
11. Use information, intelligence and briefing materials to proactively support policing priorities.
12. Support neighbourhood Police Community Support Officers in tackling volume crime, anti social behaviour and local priorities.
13. Provide resilience to other policing functions as required.

**These key duties and responsibilities are intended only as a guide to the main responsibilities of the post and are not intended to restrict the scope of the postholder to perform other duties. Additional responsibilities for the postholder may be agreed on an individual basis and recorded as part of the annual performance review role requirement.**