



## ROLE PROFILE

<b>Role Title:</b>	<b>Traffic Management Officer</b>
<b>Department/Unit:</b>	<b>Roads Policing Unit</b>
<b>Rank/Grade:</b>	<b>(B) SO1 (C) SC6 (H) A4 (non-supervisory)</b>
<b>Reporting to:</b>	<b>BCH Traffic Management Manager</b>
<b>Main purpose of the role:</b>	To ensure effective coordination and liaison in relation to traffic management issues, providing a focus for continuity and consistency in the development and application of traffic management policy, particularly in relation to road development schemes and major road closures, acting as principal consultee for matters on the highways network relating to the organisation. To contribute to achieving the vision, purpose and values of Bedfordshire Police, Cambridgeshire and Hertfordshire Constabularies.

### Key Responsibilities

- Reducing traffic management incidents and congestion on the strategic road networks through coordinating activity and responses to road development schemes and maintain partnerships with outside agencies specific to traffic management initiatives
- To ensure all efforts are made to reduce road traffic collisions and congestion by engineering and enforcement of policies and legislation
- To act as liaison and advisor to LPCs and other road traffic forums / committees, attending meetings where appropriate in support of operational colleagues and partners; promoting organisational aims and strategies
- Acknowledge, research and reply to correspondence concerning complainants and enquiries from the general public and outside organisations relating to traffic management issues and when possible, provide resolutions
- Monitoring and reviewing road traffic collisions within areas of responsibility and provide relevant information / refer issues to respective authorities taking account of contributory and causation factors.
- Monitor, review and communicate with event organisers in respect of events including cycle races, time trials, processions and other relevant events which have an effect on the highway.
- Maintain relevant traffic management and emergency diversion databases
- To take an active part in road safety audits and reviews
- To evaluate and monitor all community concern complaints of excessive speed and co-ordinate the appropriate response by the police and Community Speedwatch.
- Speed Enforcement and associated equipment trainer.
- Acting as a liaison between the Force and Local Authority or their agents with regard to the organisation of traffic surveys.
- Ensuring all street furniture reports are reported to relevant authorities, within set timescales.

<b>Psychological Assessment</b>	To be confirmed
<b>Return on Investment</b>	To be confirmed

<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>None</li> </ul>

### Entry Requirements

- Driving authority.
- Evidence good communication skills both verbal and written.
- Essential to have sound knowledge of relevant traffic and Health and Safety legislation.



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### Any other General Requirements/Scope

- The post holder will be required to work in different locations, primarily Bedfordshire, Hertfordshire and Cambridgeshire
- The post holder will be required to work additional hours or vary duty as necessary to meet organisational needs
- Vetting required, as advised by the vetting unit.
- The post holder will be required to complete a Traffic management Course and achieve relevant qualification including a Road Safety audit accreditation and other courses subject to organisational needs

### Obligatory Requirements

- Before commencement of this appointment, this role may be subject to medical assessment. For some roles health screening or surveillance may be required on a regular basis, as identified by line manager risk assessments

Performance assessment will be achieved through:-

- Valid and reliable overall performance review conducted by the line manager for the role.
- Data collection will be by a range of methods, including line manager observation. IPP team performance charts, progress against the requirements of this role profile and of objectives set for the performance year.
- Other pertinent and reliable data known to the line manager will be taken into account, for example results of any Employee Engagement surveys conducted during the review period, road policing scorecard data or other feedback on performance of the member of staff.

### Personal Qualities(Behavioural Competencies)

**We are emotionally aware**



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I treat others with respect, tolerance and compassion. I acknowledge and respect a range of different perspectives, values and beliefs within the remit of the law. I remain calm and think about how to best manage the situation when faced with provocation. I understand my own emotions and I know which situations might affect my ability to deal with stress and pressure. I ask for help and support when I need it. I understand the value that diversity offers. I communicate in clear and simple language so that I can be easily understood by others. I seek to understand the thoughts and concerns of others even when they are unable to express themselves clearly.

### We take ownership

I actively identify and respond to problems. I approach tasks with enthusiasm, focusing on public service excellence. I regularly seek feedback to understand the quality of my work and the impact of my behaviour. I recognise where I can help others and willingly take on additional tasks to support them, where appropriate. I give feedback to others that I make sure is understandable and constructive. I take responsibility for my own actions, I fulfil my promises and do what I say I will. I will admit if I have made a mistake and take action to rectify this. I demonstrate pride in representing the police service. I understand my own strengths and areas for development and take responsibility for my own learning to address gaps.

### We are collaborative

I work cooperatively with others to get things done, willingly giving help and support to colleagues. I am approachable, and explain things well so that I generate a common understanding. I take the time to get to know others and their perspective in order to build rapport. I treat people with respect as individuals and address their specific needs and concerns. I am open and transparent in my relationships with others. I ensure I am clear and appropriate in my communications.

### We deliver, support and inspire

I take on challenging tasks to help to improve the service continuously and support my colleagues. I understand how my work contributes to the wider police service. I understand it is part of my collective responsibility to deliver efficient services. I take personal responsibility for making sure that I am working effectively to deliver the best service, both individually and with others. I am conscientious in my approach, working hard to provide the best service and to overcome any obstacles that could prevent or hinder delivery. I support the efficient use of resources to create the most value and to deliver the right impact. I keep up to date with changes in internal and external environments. I am a role model for the behaviours I expect to see in others and I act in the best interests of the public and the police service.

### We analyse critically

I recognise the need to think critically about issues. I value the use of analysis and testing in policing. I take in information quickly and accurately. I am able to separate information and decide whether it is irrelevant or relevant and its importance. I solve problems proactively by understanding the reasons behind them, using learning from evidence and my experiences to take action. I refer to procedures and precedents as necessary before making decisions. I weigh up the pros and cons of possible actions, thinking about potential risks and using this thinking to inform our decisions. I recognise gaps and inconsistencies in information and think about the potential implications. I make decisions in alignment with our mission, values and the Code of Ethics.

### We are innovative and open-minded

I demonstrate an openness to changing ideas, perceptions and ways of working. I share suggestions with colleagues, speaking up to help improve existing working methods and practices. I constantly reflect on my own way of working and periodically review processes and procedures to make continuous improvements. I adapt to change and am flexible as the need arises while encouraging others to do the same. I learn from my experiences and do not let myself be unduly influenced by preconceptions.