

ROLE PROFILE

Role Title:	Investigation Officer – Child and Vulnerable Adult Abuse Unit
Rank/Grade:	SO1
Job Family:	PPU
Reporting to:	Detective Sergeant – Child and Vulnerable Adult Abuse Unit, PPU
Main purpose of the role:	<p>To contribute to achieving the vision, purpose and values of Bedfordshire Police.</p> <p>The Child Abuse Investigator is a specially trained PIP Investigator responsible for supporting victims and undertaking investigation duties to identify the perpetrators of child abuse and any associated offences. The Child Abuse Investigator will ensure that any evidence obtained is recorded, secured and preserved in a timely and appropriate manner to protect the public and to bring perpetrators to justice, thereby safeguarding and supporting victims and achieving the best outcomes for children.</p>

Key Responsibilities	
<ul style="list-style-type: none"> Investigate offences concerning current and non-recent inter-familial abuse of children, including sexual, physical, emotional and neglect Investigate offences concerning current and non-recent abuse of a position of trust of children, including sexual, physical, emotional and neglect Investigate offences concerning current and non-recent regarding allegations of sexual abuse where the victim and offender are under the age of 13 years. Investigate offences concerning abuse of vulnerable adults, including sexual, physical, emotional and neglect, where there is an issue of capacity affecting their understanding of being a victim of crime or their ability to report it. Investigate offences concerning abuse of vulnerable adults, including sexual, physical, emotional and neglect, where the offences are committed by a carer or professional Statutory Partnership Working-attend strategy discussions concerning the safeguarding of children. Prepare files of evidence as OIC for the Crown Prosecution Service Attend Magistrates and Crown Court as OIC. 	

Agile Working	Yet to be decided
Psychological Assessment	Yet to be decided
Return on Investment	Yet to be decided
Limited Duties	Yet to be decided

Financial e.g. Limits/Mandates	Non-Financial e.g. Staff Responsibility
• None	• None

Entry Requirements
<p>All roles are expected to know, understand and act within the ethics and values of the Police Service.</p> <p>Essential:</p> <ul style="list-style-type: none"> Proven experience in conducting serious and complex investigations. National Foundation CID course / PIP 2 or willingness to complete the qualification Tier 2 Interview trained (witness and suspect) Community & Race Relations Course Training in Human Rights Act <p>Desirable:</p> <ul style="list-style-type: none"> Achieving Best Evidence Good communication skills with the ability to listen, empathise, provide support and adapt language, form, and message to meet the needs of different people / audiences.

ROLE PROFILE

- Skilled in the use of use IT packages, systems and/or databases to fulfil role requirements.
- Able to break down complex problems into component parts and determine appropriate action in investigations.
- Ability to work effectively in a team to achieve shared objectives, demonstrating awareness of individual differences and providing support and advice as required.
- Able to review own performance objectively and to maintain and enhance competence and professional standards.
- Able to appropriately prioritise and plan own work.
- Able to proactively develop effective working relationships with colleagues, partners and other stakeholders.
- Able to produce clear and concise reports and other documents within best practice procedures.

Any other General Requirements/Scope

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

Section/Location:

Based at Luton Police Station but with Countywide responsibility and travel.

Tenure:

Minimum 3 years

Training requirements:

- Tier 2 Interview – witness and suspect
- PIP2 accreditation - Assessed competence against relevant professional standards for this role is required to achieve PIP accreditation. Maintenance of this accreditation requires the demonstration of continued competence against professional standards as well as evidence of CPD, in line with the College's Model.
- SCAIDP – Specialist Child Abuse Investigation Course

Hours:

Flexible to suit the requirements of the post and in accordance with Police Regulations

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 post holder 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).

General Requirements

- 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.

Obligatory Requirements

- Before commencement of this appointment, this role is 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.

ROLE PROFILE

Personal Qualities (Behavioural Competencies)

We are emotionally aware

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.