

## Eastern Region Special Operations Unit



### ROLE PROFILE

<b>Role Title:</b>	<b>Special Intelligence Case Officer - Confidential Unit</b>
<b>Rank/Grade:</b>	<b>PO1-PO2</b>
<b>Job Family:</b>	<b>Operational Support</b>
<b>Reporting to:</b>	<b>Confidential Unit DI</b>
<b>Main purpose of the role:</b>	<p>Embedded with our partner the National Crime Agency, to provide intelligence support to tasked activity within the Confidential Unit relating to serious and organised crime targets in line with Strategic Policing Requirements and specified priorities.</p> <p>To task, receive, research and develop sensitive intelligence that can be further disseminated to assist in support of operational activity.</p> <p>To ensure all activities undertaken are in line with identified standards and legislative requirements.</p>

### Key Responsibilities

- To act as Case Officer, responsible for the planning, acquisition, development, professional review, lawful dissemination and compliance with legislative safeguards the specialist intelligence accessed via the National Crime Agency requires.
- To act as a gateway to such intelligence on behalf of ERSOU and the Forces in the Eastern Region, and to professionally represent ERSOU within the NCA specialist intelligence function.
- Under general supervision but often operating independently, to be responsible for collecting, reviewing, analysing, and interpreting intelligence held by our partner team at the National Crime Agency to identify risk, threat, harm and opportunity.
- To understand available options, and then develop plans to improve the intelligence picture relating to tasked operational work. This includes understanding the intelligence requirement, prioritising activity, undertaking research, developing the intelligence case, task and briefing the intelligence supplier, ensuring the correct authorisations are in place, participating in operational planning meetings and sanitising and disseminating intelligence to Confidential Unit peers in line with handling requirements.
- To handle sensitive intelligence in support of operational work, following procedures and protocols regarding handling and dissemination as identified in the Confidential Unit Operating Model and as laid out by the National Crime Agency.
- To have developed knowledge of information and intelligence that can be sourced from partners, datasets, assets or deployed equipment, and recommend techniques and tactics to be used to enhance the overall intelligence picture, or parallel source the sensitive intelligence picture.
- To understand the application and authorisation process for particular types of intelligence, including completion of application forms and processing of requests for telecommunications data, when required.
- Ensure SIO's and line managers are kept apprised with operational updates and fast time operational opportunities or threats
- To undertake specialist intelligence work required within the Confi Unit, such as within Crime In Action scenarios, Anti-Corruption work, and Operational Security etc.
- To identify disclosure matters relating to CPIA and R v Preston from material generated

<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>

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

### Entry Requirements

- Essential to have good communication skills; both written and oral.
- Experience of developing intelligence
- Experience of investigations or intelligence development, desirable from within a covert environment.
- Have a general understanding or working knowledge of Regulation of Investigations Powers Act (RIPA)
- Understand the principles and working practices of the National Intelligence Model

### Any other General Requirements/Scope

- The post holder will need a full UK driving licence, or have the ability to travel
- If using a private vehicle then business insurance must be arranged by the post holder.
- There may be a requirement to work a shift pattern
- The post holder will be mainly office based but may be required to work in the field if operationally required
- The post holder may be required to work additional hours
- Will be required to pass SC (E) vetting, or as advised by the Vetting Unit.
- The post holder will need to be able to use police databases
- There is a requirement for the role holder to meet the probationary objectives set

### 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.
- There is a requirement for the role holder to meet the probationary objectives set.

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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.

#### **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.