

Eastern Region Special Operations Unit



ROLE PROFILE

Role Title:	ERSOU Regional Intelligence Unit – Intelligence Support Officer
Rank/Grade:	Scale 5
Job Family:	ERSOU Regional Intelligence Unit
Reporting to:	Regional Intelligence Unit Senior Analyst
Main purpose of the role:	<p>The post holder under general supervision but often operating independently will be responsible for collecting, reviewing, analysing, and interpreting intelligence held by the forces in the region and our partner agencies to identify risk, threat, harm and opportunity in relation to serious and organised crime. The post holder will be required to present these findings in written form.</p> <p>The post holder will perform quality insurance of initial information logs, identification of priority intelligence and following this appropriate dissemination for further research or action.</p>

Key Responsibilities
<ul style="list-style-type: none"> Evaluate the quality of intelligence entered into the system using the National Intelligence Model and take appropriate action. Disseminate intelligence in the appropriate manner, to relevant organisation, department and/or individuals, whilst maintaining the require confidentiality, sensitively and duty of care. Daily scanning and collation of incidents and intelligence of note which assist in assessing the threat of organised crime within the region. To assist in preparation of the regional tasking documents for the TTCG process along with internal documentation relating to daily tasking. To conduct open source intelligence research in line with force policies. Utilising bespoke research products on all high priority and priority themes within the regional control strategy to support intelligence development and live investigations. Any other duties/responsibilities commensurate with the post.

Financial e.g. limits/mandates	Non-financial e.g. staff responsibility
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None

Agile Working	To be decided
Psychological Assessment	
Return on Investment	
Limited Duties	

Entry Requirements
<ul style="list-style-type: none"> Essential to have good communication skills; both written and oral. Experience or knowledge of intelligence, its application and management is essential. Ability to research and interrogate, to a high level, Force information and intelligence systems. Experience or knowledge of intelligence, its application and management. Appropriate levels of IT skills; word processing, spreadsheets and databases.

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Any other General Requirements/Scope

- **Section/Location**
ERSOU Regional Intelligence Unit
- **Transport**
Pool cars are available for travel required during work hours.
This role requires the post holder to have a valid UK driving licence
If using a private vehicle then business insurance needs to be organised by the individual.
- **Vetting**
Vetting is required, as advised by the vetting unit.
- **Training**
The post holder will be expected to undertake training as and when required.
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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.
- 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 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

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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.