

Eastern Region Special Operations Unit



ROLE PROFILE

Role Title:	CTP Performance Analyst
Rank/Grade:	SO2 - PO1
Job Family:	ERSOU CTP
Reporting to:	Senior Intelligence Analyst
Main purpose of the role:	To provide a comprehensive analytical and information service for internal and external customers relating to the performance of Counter Terrorism in the East region. With support from the management team contribute and co-ordinate the development of the departmental Business Planning and Risk Management process. To contribute to achieving the vision, purpose and values of Bedfordshire Police.

Key Responsibilities

- Co-ordinate regional & force performance information, providing quality assurance and a regionally consistent approach
- Act as the conduit between national, regional and local assets, including attending and contributing to the national Performance Forum meetings
- Collate, analyse and disseminate performance data in support of ongoing national deadlines
- Develop local performance standards for counter terrorism policing in line with national requirements
- Provide context and clarity to Performance information, utilising knowledge from all departments within the unit
- Provide performance reporting and deliver briefings to Senior Management in line with annual reporting structures and ad hoc requests
- Provide performance support to Intelligence Analysts, helping team members to understand how data may impact their assessments
- Research and develop new performance monitoring and analytical techniques
- Build and manage positive relationships with a range of internal and external customers
- Develop innovative ways of displaying and presenting performance data for the benefit of the end user
- To provide support to the Intelligence Analysis function if the need arises.

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 confirmed
Psychological Assessment	
Return on Investment	
Limited Duties	

Entry Requirements

- Proven ability to work with Windows based software (Excel, Word, PowerPoint) and database technology
- Experience in developing, managing and implementing a performance framework
- Excellent communication skills, both written and verbal

Eastern Region Special Operations Unit



ROLE PROFILE

- Flexible approach to work and ability to self-motivate
- Holder of relevant qualifications or experience that evidence the post holder has the ability to perform the role
- Experience in using a wide range of performance, analytical and statistical tools and techniques (desirable)

Any other General Requirements/Scope

- A new incumbent in this role would normally be expected to start at grade SO2. To progress to grade PO1 the post holder is required to have all relevant qualifications as well as significant experience in performance analysis, reporting and cross-organisation communication.

General Requirements

- This post is deemed to be a designated post. Vetting clearance is a pre-requisite of employment in designated posts and the post holder will be subject to management vetting assessment every 7 years, or as advised by the Vetting Unit. National security vetting clearances are reviewed every 10 years.
- If using a private vehicle then business insurance needs to be organised by the individual.
- 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.
- There is a requirement for the role holder to meet the probationary objectives set.

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

Eastern Region Special Operations Unit



ROLE PROFILE

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.