

**HERTFORDSHIRE****CONSTABULARY**

ROLE PROFILE

Role Title:	Special Constabulary Chief Inspector
Rank/Grade:	Chief Inspector
Job Family:	Special Constabulary
Reporting to:	Special Constabulary Superintendent
Main purpose of the role:	<ul style="list-style-type: none">• To be a member of the Specials Chief Officer's Leadership Team which supports the Professional Lead for the Special Constabulary to deliver against the objectives contained within the Operational Policing Plan, the Strategic Risk Assessment and the Office of the Police and Crime Commissioner (OPCC) Community Safety and Criminal Justice Plan.• To deliver integrated working practices with regular service professional leads for relevant business areas, ensuring effective operational delivery of an annual Special Constabulary delivery plan.• To coordinate delivery of professional development activity within the Special Constabulary in line with business need as directed by the regular service Professional Lead for Workforce Development, ensuring alignment with wider Constabulary policy and process.• To lead, motivate and engage large and diverse teams of Special Inspectors, Sergeants and Constables, protecting and promoting volunteer's wellbeing, upholding professional standards in line with the Police Code of Ethics and enabling high performing teams.• To contribute to the development of a volunteering culture that is integrated with the regular service and which ensures adherence to The Herts Way whilst being needed, valued, developed, rewarding and enjoyable.

Key Responsibilities

- Contribute to the effective and innovative delivery of the National Citizens in Policing Strategy in Hertfordshire.
- Ensure that policing volunteers are given the opportunity, training and experience needed to follow their chosen career, using clearly defined career and leadership development pathways.
- In conjunction with regular service professional leads, to better integrate volunteer policing functions within Hertfordshire Constabulary.
- Plan, manage and monitor complex front line and/or specialist operational policing activity managing competing demands and priorities to make informed deployment decisions and ensure best use of available volunteering resources.
- Contribute to the setting, monitoring and assessment of team/individual KPIs in alignment with wider objectives, taking corrective action as necessary to ensure that the team effectively contribute towards the achievement of Constabulary goals.
- In conjunction with regular service professional leads, to identify and manage initial responses to major and/or critical incidents in alignment with relevant legal frameworks and guidance, ensuring appropriate allocation of volunteering resources to enable effective service delivery.

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- Analyse performance data and information against team objectives in order to report against performance management measures and inform workforce planning.
- In conjunction with regular service professional leads, to identify, manage and mitigate operational threats and risks in line with national guidance and operational policing plans to maximise the safety and wellbeing of officers, staff, and the public.
- Develop and maintain relationships with communities, businesses and multi-agency partners to increase volunteering opportunities and build capacity to deliver against policing priorities and plans.
- Lead the analysis and evaluation of existing processes and practices within own area of work in order to identify and implement opportunities for change and innovation and enable continuous improvement in evidence based policing within teams.

Agile Working	Role holder will provided with mobile devices to support agile working.
Psychological Assessment	Not Required
Return on Investment	Not Required
Limited Duties	Operational role.

Financial e.g. limits/mandates	Non-financial e.g. staff responsibility
<ul style="list-style-type: none">• The post holder will manage financial budgets.	<ul style="list-style-type: none">• Management responsibility for staff and / or officers

Entry Requirements
<ul style="list-style-type: none">• Typically, a Special Chief Inspector will have operational experience at Special Sergeant and Inspector level.• Able to plan to short and medium-term cycles, to coordinate a range of activities appropriately within the function, to match these to available resources, and to identify and mitigate known risks to delivery.• Able to develop and implement an effective stakeholder relationship plan which develops trusts and enables contributions.• Able to engage a variety of audiences through a range of media to inform and/or persuade.• Able to develop and motivate a diverse team and create strong engagement of individuals with their personal and team objectives and with Constabulary values, behaviours and strategic priorities.• Skilled in setting, monitoring and enabling high performance against team and individual performance objectives.• Able to identify potential applications of new or improved practices related to own area of work to improve ways of working.• Able to contribute to resource planning, to manage financial budgets and utilise commercial acumen to make risk-based decisions that deliver effective outcomes within the resources allocated.• Able to seek out and identify a range of information to identify patterns, trends and options, to solve



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multifaceted and complex problems.

- Skilled in coaching and mentoring to enable appropriate career and professional development.
- Able to lead the delivery of change initiatives within a complex team.
- Able to maintain personal resilience in challenging situations and enable others to develop their own personal resilience.

Any other General Requirements/Scope

Continued Professional Development (CPD)

- The post holder is required to complete following as part of their continued professional development:
- Maintain currency of College of Policing guidance, best practice and any local policy applicable to the operational police context and leading and managing teams.
- Maintain and update key knowledge, understanding and skills relating to legislation policy and practice across all functional policing areas of operational responsibility.
- Maintain knowledge and understanding of new approaches identified by evidence based policing research and problem solving and team working and synthesise these into working practice.
- Maintain a working knowledge and understanding of new and evolving crime threats and priorities; and current best practice to tackle these in order to enable a pro-active and preventative approach.
- Complete all annual and mandatory training including for example, fitness tests, personal safety training, first aid, and protecting information.
- Maintain knowledge and understanding of performance management and assessment process and ensure they are implemented effectively when leading and managing teams.
- Keep up to date with guidance and best practice on health, safety and welfare.
- Ensure knowledge and application of operational command responsibilities, including authorisation of legislative powers follows current best practice.
- Keep up to date with the policing evidence base and new approaches to evidence based policing.
- Maintain a working knowledge of new and evolving criminal threats, and current best practice to tackle these in order to enable a pro-active and preventative approach to crime.

General Requirements

- The post holder must hold a valid UK driving licence and access to their own vehicle. Business insurance needs to be organised by the individual.
- Unsocial hours may form part of this role.
- The post holder will need to work across Hertfordshire and across the Eastern region on occasion.
- Hours flexible, however attendance is mandatory at Special Constabulary Leadership team meetings
- 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.
- There is a requirement for the role holder to undertake initial basic training, meet the probationary objectives set and achieve 'Fit for Independent Patrol' status within 12 months.

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Personal Qualities(Behavioural Competencies)

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.



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