

LAW ENFORCEMENT

POLICE CONSTABLE

POLICE CONSTABLE SCALE 002 - 011

JOB DESCRIPTION

JOB SUMMARY:

Police Constables play a critical front-line role in the prevention and detection of crime, safeguarding the public and the criminal justice system. Constables work in partnership with colleagues, local communities and stakeholders in order to promote law and order, reduce the fear of crime, provide reassurance and build confidence to improve the quality of life within the Bailiwick.

The role carries legal powers to enable the maintenance of law and order and bears responsibility for making autonomous decisions in accordance with the National Decision Model and Professional Standards, exercising discretion, in line with legal frameworks and policy guidelines.

Constables are required to meet and maintain the highest professional standards, by conducting all actions in a legal, balanced, proportionate and justifiable manner to uphold the law and achieve the best outcomes in a wide range of situations/incidents.

On successful completion of the probationary period Constables will be able, subject to selection criteria, to apply for a variety of roles within Law Enforcement.

GOVERNANCE RESPONSIBILITIES / RELATIONSHIPS:

Guernsey Police, along with the Guernsey Border Agency, forms Bailiwick of Guernsey Law Enforcement. The Police Force is a public body which sits under the political control of The Office *of the* Committee *for* Home Affairs acting under the Head of Law Enforcement.

Post holders will work as part of a team of operational officers on a 24/7 shift pattern providing frontline response, supervised by response sergeants and an inspector. They are also supported by the training staff during their 2 year probationary period.

All officers are required to work in partnership with statutory and voluntary agencies to ensuring the Bailiwick is safe and secure, maintaining high quality, accessible and responsive services benefiting our communities, in accordance with the Service Delivery Plan.

MAIN DUTIES AND RESPONSIBILITIES:

- Provide initial and ongoing frontline response to a wide range of incidents that may include complex and confrontational situations, assessing immediate risk, threat and harm to determine a proportionate response in line with the law, policy and guidance.
- Participate in local partnerships to problem solve, engage with, reassure and support organisations, groups and individuals across communities in line with the Force's planned approach.
- Effectively engage with victims, witnesses, suspects and the vulnerable, mindful of equality, diversity and human rights considerations, to provide initial support, direct towards relevant services, establish relationships and gather information that prevents and reduces crimes.
- Maintain awareness of potential and actual risks to individuals, taking appropriate action to protect and support those in need of public protection to pre-empt or effectively address safety / vulnerability issues.
- Conduct effective and efficient investigations in line with standards of investigation to inform the development of high quality case files and criminal justice proceedings.
- Gather and handle information, intelligence, and evidence, from a variety of sources, in line with legislation, policies and guidance, taking the appropriate action to support investigations, law enforcement activities and criminal justice proceedings.
- Interview victims, witnesses and suspects in relation to appropriate crimes and investigations, to gather information that has the potential to support law enforcement objectives.
- Conduct first line analysis of information, intelligence and evidence to determine significance, generate lines of enquiry, inform decision making and support evidence based policing.
- Justify and professionally account for actions to ensure adherence to legal frameworks and key working principles, policies and guidance.
- Monitor own personal and professional development whilst seeking continuous improvement and new ways of working to contribute towards achieving organisational objectives.

KEY CRITERIA:

1. Ability to act at all times with a high degree of integrity, to be entirely trustworthy and to display an excellent understanding of the need for confidentiality when dealing with secure or sensitive information and documents.
2. Strong communication skills with the ability to set out logical arguments clearly and adapt language, form and message to meet the needs of different people/ audiences.
3. Emotionally intelligent with good team working skills and able to demonstrate awareness of individual differences and needs, providing support as required to build effective relationships.
4. Resilient and able to demonstrate a high degree of personal responsibility with an ability to appropriately prioritise and plan own work.
5. Problem solving skills with the ability to identify cause and effect and develop a course of action designed to target root causes as well as manage risks and impacts.
6. Able to interpret and apply guidance to a specific activity.
7. Able to identify, analyse and manage risk to inform balanced, proportionate, evidence based decisions.
8. Good standard of IT skills, including the knowledge of standard PC applications with the ability to learn new software programmes to fulfil role requirements.
9. Willingness and ability to adapt to change, work flexibly as part of a team including unsociable hours.

QUALIFICATIONS/SKILLS:

Preferred on Entry: Valid driving licence

Refer to Recruitment Brochure for medical and dental requirements

Undertaken within Role / CPD: Completion of IPLDP

Completion of 2 year probation

Skills development mandatory training

Annual officer safety training

KEY COMPETENCIES / BEHAVIOURS:

All roles are expected to know, understand and act within the ethics and values of the Standards of Professional Conduct relevant to their conditions of employment.

On appointment, the post holder should be operating at or working towards Level 1 of the States of Guernsey Competency Framework, progressing to Level 3 with service.

OTHER:

Vetting Levels: Home Affairs Level 2 vetting

Warrant Status: Warranted position

Role Review: (n/a)