

ESSEX POLICE



are you

SPECIAL
enough?

Join the Special Constabulary



taking a lead in
making Essex safer

www.essex.police.uk

What is a Special Constable?

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Job description Roles & Responsibilities

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Special constables come from all walks of life. They have the drive and determination to devote some of their free time to working with the police to improve the quality of their communities.

Special constables have full police powers, uniform and equipment and they perform police duties alongside regular officers. The function of the Special Constabulary is to work alongside the regular force in meeting the policing needs of the county. They are expected to provide a quality service at all times and are a vital link between the police and local communities.

The Special Constabulary is not like any other volunteering opportunity; it is a rewarding role that enables people to experience real-life situations not normally encountered by the majority of the population. Specials receive on-going training in order to develop their skills in communication, quick thinking, team work, supervisory and management skills and an ability to cope with the unexpected.



All special constables are unpaid volunteers. They are a manifest sign of partnership between the public and the police.

A special constable enjoys all the powers, privileges and protection of a regular police constable. The solemn declaration made at the time all special constables are attested is identical to that made by regular police officers and has the same legal consequences.

Key responsibilities

- Achieve and maintain a personal level of proficiency, which will enable special constables to assist regular officers in solving local policing problems. This will incorporate successfully completing initial training, undertaking refresher training and keeping up to date on changes in policing.
- Perform police duties at public events eg. airshows, concerts and county shows to complement the regular police provision.
- In times of emergency perform additional police duties to assist regular officers.
- Special constables must be willing to adapt to and work effectively in a variety of situations.



Employer Supported Policing Business Specials

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Business Specials are making the county's streets, shops and businesses safer.

The Employer Supported Policing (ESP) scheme involves organisations from a wide range of sectors from across the community, giving their staff three weeks sponsored (paid) leave to train as a special constable and then one day per fortnight to carry out regular patrols.

In return employers acquire professionally trained staff completing their 'day job' with the additional skills of a special constable as well as the confidence and ability to take direct action if necessary, a powerful asset to any organisation.



Benefits to employers include:

- Supporting the local community
- Staff development at little or no cost
- Positive promotional opportunities eg. press coverage
- Improved staff morale and motivation
- Greater staff retention and lower recruitment costs
- Partnership working in accordance with Section 17 Crime and Disorder Act 1998

Benefits to employees include:

- Personal development
- CV enhancing skills and valuable training for career progression
- Giving something back to the community
- Fulfilment and improved relationship with employer

Benefits to the community:

- Direct engagement with local police
- Reassurance of more visible policing on the streets
- Greater resources for tackling crime and disorder – resulting in lower levels of crime and a higher sense of security

A crime fighting team of Business Specials assists in the creation of a safer working environment where both employees and customers can enjoy spending their time.





Stage 1

How to apply:

Either download an application pack directly from our website www.essex.police.co.uk/specials or contact the recruitment department on 01245 452277 to request an application pack in the post.

We recommend you also attend one of our open evenings which are held regularly throughout the county to find out more about being a special constable. Applicants will be given a presentation about the special constabulary and a Q&A session hosted by serving specials. Details of all these events are published on our website www.essex.police.co.uk/specials

You can also collect an application pack directly at an open evening.

Stage 2

You will then be asked to complete an application form.

Stage 3

Once your application pack is complete and sent back to us we will check it to make sure you meet our criteria. At this time we will also assess and score the examples given within the 'interview aid form' of the application. You need to meet our standards in all areas to progress onto the next stage.

Stage 4

If you meet our criteria you will be invited to attend Essex Police College for an assessment consisting of a multiple-choice test and a competency based interview. These take place during weekdays, weekends and evenings depending on your availability.

Stage 5

If you are successful at this stage you will be invited for a medical appointment which includes a drugs test. We will carry out various police background checks including references at the same time.

Stage 6

Once all these stages have been successfully completed you will be invited to start foundation training with us. This currently takes place over a number of weekends at Essex Police College. In the future we also hope to hold courses during weekdays (an intensive training package) as an alternative to weekend training.

Stage 7

At the end of your foundation training you will be issued with your uniform and attested (sworn in) as a special constable.



Training takes place at the Essex Police College over a number of weekends (16 days in total) covering law input and practical training to enable students to become effective special constables.

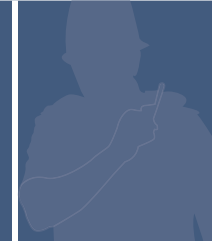
The non-residential courses must be attended before you are eligible to go on patrol.

This initial training is then supplemented by further training on your division that is designed to further your knowledge and skills.

Frequently asked Questions



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1. Age – is there a minimum or maximum age?

The youngest age at which you can apply to be a special constable in Essex Police is 17 years and 9 months. There is no upper age limit; however applicants must pass all elements of the recruitment process.

2. Is anyone excluded from joining?

You are not eligible to apply to join the Special Constabulary if your current employer relates to one of the following:

- Members of the armed forces (not including reservists)
- Traffic wardens and school crossing patrols
- Members of the employers' police forces and private constabularies
- Members of police authorities, magistrates, clerks to justices and clerks to courts
- Neighbourhood and street wardens and other uniformed patrol wardens
- Police Community Support Officers
- Highways Agency Traffic Officers
- Any other occupation which the Chief Constable deems a conflict of interest may also prevent eligibility for the Essex Police Special Constabulary

3. Nationality – are there restrictions?

You must be a British Citizen or a member of the European Community (EC) or other states in the European Economic Area (EEA), a Commonwealth Citizen with un-restricted right of residence in the UK, or a citizen of the Irish Republic.

4. Residency – is there a qualifying period?

All applicants need to reside permanently in the UK for a minimum of 3 years prior to applying. British Citizens who have been out of the country for more than 6 months need to obtain a letter of good conduct from the country/countries where they have been residing.

5. Do I need a driving licence?

Special constables do not need to hold a driving licence.

6. Height – is there a maximum or minimum limit?

There is no maximum or minimum height limits.

7. Criminal record – will this affect my application?

Some criminal convictions will not prevent you from applying. If you apply, you must declare any conviction, civil or military, (including minor and juvenile offences, cautions, bind overs, reprimands and fixed penalty notices) regardless of how long ago these took place. Failure to declare any of these will result in rejection. Additionally, spent convictions under the Rehabilitation of Offenders Act 1974 must be declared.

8. What about speeding convictions?

You must declare all speeding and traffic offences including any points on your licence within the last five years.

9. Can I apply if I have any financial debt?

We carry out financial checks on each applicant. If you have been declared bankrupt, have an outstanding County Court Judgement (CCJ) or an Individual Voluntary Arrangement (IVA) you will need to check with our recruitment department to see if you are eligible.

10. How many hours do I need to do?

We ask that you do a minimum of 4 hours a week, however the majority of special constables do more. You are also required to do 2 hours training on top of this once a fortnight in the evening. The hours that you work are flexible but on occasion you will be asked to do specific duties such as air shows, concerts, county shows etc.

11. If I become a special constable will it help me get into the regular force?

Becoming a special constable does not automatically mean you would be accepted into the regular force. The experience gained from being a special constable will provide a valuable insight into policing in general. Many of our special constables go on to become regular police officers.

12. How long does the application process take?

The selection process involves a number of stages and can take between 3 and 5 months to complete.

13. Do I get paid?

The Special Constabulary is voluntary, which means you do not get paid. However, we equip you with a uniform and you are also paid a duty allowance, boot allowance, mileage and any other out of pocket expenses you may incur.

14. What is the attestation?

The attestation ceremony takes place at the end of foundation training on a weekday evening. It is attended by a chief officer, a member of the Police Authority and a magistrate. Special constables are required to swear the oath to the magistrate, accepting the responsibilities of a police officer. Friends and family are usually invited to attend.

15. Can I apply if I have tattoos?

Each application is considered on its own merits. Please see application form for full details or speak to the recruitment department.

16. I have a medical condition - will this affect my application?

You will need to declare all medical history on your medical questionnaire. If you have a specific enquiry you can speak to our Occupational Health department in confidence.

Make a difference in your community

Become a volunteer police officer



Call 01245 452277

www.essex.police.uk/specials

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