



Job title: ASAIT - DC
Grade: Constable
Role code: EPPPU506a
Status: Police

Main purpose of the role:

This JD is subject to HAY quality assurance and consultation. \n To conduct investigations into penetrative sexual offences, ensuring evidence is secured, and cases are proportionately investigated. To work closely with the Crown Prosecution Service and other key partners ensuring that victims are provided with the best quality service in line with their needs and wishes. To ensure offenders are prosecuted and brought to justice wherever possible.

Main responsibilities:

- Undertake the investigation of penetrative sexual offences including: offender processing; preparation and submission of evidential files and case papers; attendance at court; management of investigations.
- Liaise with Local Intelligence Officers and contribute information to the relevant Force Intelligence Systems. Remain fully informed of current trends and patterns of sexual offences within the LPA and elsewhere.
- Collect, evaluate, disseminate, and act upon intelligence/information in line with current legislation, policy and procedure.
- Attend reported crime incidents of penetrative sexual offences, acting as liaison and support officer for victims and witnesses of crimes being investigated. Offer crime reduction advice and ensure awareness of the process of investigation and prosecution in line with the Victims Code of Practice.
- Maintain close liaison with all other investigative departments across the LPA in order to promote an exchange of information, and assist in the detection of crime.
- Carry out interviews of victims, witnesses and suspects in accordance with legislation, policy and best practice.
- Utilise appropriate media to communicate with a range of persons through the use of radios, email, social media and telephone.
- To work closely with both internal and external partners in order to ensure a professional and cohesive approach to investigations.
- Undertake such duties as reasonably required as part of the night cover, providing Detective capability across the county.

Vetting level:

Recruitment vetting req.

Necessary experience:

The investigation of sexual offences requires a specialist approach with suitably trained detective officers in order to maximise all the evidential opportunities available and to provide the best possible support for the victims.

Maturity, confidence and professionalism are necessary in order to deal with a wide range of situations. The ability to present well is essential due to the requirement to attend court.

A high level of integrity is required due to the confidential and sensitive material dealt with by the post holder. This is a very challenging and demanding role which involves close interaction with some of the most vulnerable adult victims in society.

The post holder will be required to work to strict deadlines and therefore must be organised and able to effectively prioritise workload.

Excellent communication skills are required, along with the ability to work effectively as part of a team.

Comprehensive IT skills are essential, including Microsoft Office products. Knowledge of Police systems would be an advantage.

The post holder will be required to travel as part of their duty and therefore a full UK driving licence is essential.

The post holder must be flexible and prepared to work extended hours at short notice as required in order to support urgent operational needs.

Skill Requirements Sexual Offences Trained officers (SOTO) PIP Level 2 STORM Athena

Personal qualities:

Decision Making (Practitioner)

Gathers, verifies and assesses all appropriate and available information to gain an accurate understanding of situation. Considers a range of possible options before making clear, timely, justifiable decisions. Reviews decisions in the light of new information and changing circumstances. Balances risks, costs and benefits, thinking about the wider impact of decisions. Exercises discretion and applies professional judgement, ensuring actions and decisions are proportionate and in the public interest.

Openness to Change (Practitioner)

Positive about change, adapting rapidly to different ways of working and putting effort into making them work. Flexible and open to alternative approaches to solving problems. Finds better, more cost-effective ways to do things, making suggestions for change and putting forward ideas for improvement. Takes an innovative and creative approach to solving problems.

Professionalism (Practitioner)

Acts with integrity, in line with the values and ethical standards of the Police Service. Takes ownership for resolving problems, demonstrating courage and resilience in dealing with difficult and potentially volatile situations. Acts on own initiative to address issues, showing a strong work ethic and demonstrating extra effort when required. Upholds professional standards, acting honestly and ethically, and challenges unprofessional conduct or discriminatory behaviour. Asks for and acts on feedback, learning from experience and developing own professional skills and knowledge. Remains calm and professional under pressure, defusing conflict and being prepared to step forward and take control when required.

Public Service (Practitioner)

Demonstrates a real belief in public service, focusing on what matters to the public and will best serve their interests. Understands the expectations, changing needs and concerns of different communities, and strives to address them. Builds public confidence by talking with people in local communities to explore their viewpoints and break down barriers between them and the police. Understands the impact and benefits of policing for different communities, and identifies the best way to deliver services to them. Works in partnership with other agencies to deliver the best possible overall service to the public.

Service Delivery (Practitioner)

Understands the organisation's objectives and priorities, and how work fits into these. Plans and organises tasks effectively, taking a structured and methodical approach to achieving outcomes. Manages multiple tasks effectively by thinking things through in advance, prioritising and managing time well. Focuses on the outcomes to be achieved, working quickly and accurately and seeking guidance when appropriate.

Working with Others (Practitioner)

Works co-operatively with others to get things done, willingly giving help and support to colleagues. Is approachable, developing positive working relationships. Explains things well, focusing on key points and talking to people using language they understand. Listens carefully and asks questions to clarify understanding, expressing own views positively and constructively. Persuades people by stressing the benefits of a particular approach, keeps them informed of progress and manages their expectations. Is courteous, polite and considerate, showing empathy and compassion. Deals with people as individuals and addresses their specific needs and concerns. Treats people with respect and dignity, dealing with them fairly and without prejudice regardless of their background or circumstances.

Technical skills:

National Occupational Standards: