

## Police Constable

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**Department:** JHA

**Division:** States of Jersey Police

**Reports to:** Sergeant

**JE Reference:** JHA1038

**Grade:** PLCA/PLCPFC/PLCO

### Job purpose

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

This 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 Code of Ethics, exercising professional discretion, as appropriate to the role, in line with legal frameworks and policy guidelines.

Constables are required to meet and maintain the highest professional standards required of their role, 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.

### Job specific outcomes

1. Provide appropriate 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.
2. Take a leading role in establishing effective localised partnerships to problem solve, engage with, reassure and support organisations, groups and individuals across communities in line with the Force's planned approach.
3. Effectively engage with victims, witnesses, suspects and the vulnerable, in accordance with equality, diversity and human rights considerations, to provide initial support, direct towards relevant services, establish relationships and gather information that prevents and reduces crimes.
4. 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.
5. Conduct effective and efficient priority and high-volume investigations as requested in line with standards of investigation to produce high quality case files and criminal justice proceedings.

6. 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 and criminal justice proceedings.
7. Interview victims, witnesses and suspects in relation to appropriate crimes and investigations, to gather information that has the potential to support law enforcement objectives.
8. Conduct first line analysis of information, intelligence and evidence to determine significance, generate lines of enquiry, inform decision making and support evidence based policing.
9. Justify and professionally account for actions to ensure adherence to legal frameworks and key working principles, policies and guidance.
10. Identify opportunities for and support the exploration of new ways of working and innovation in policing, applying critical thinking and problem solving methodologies to identify solutions to problems in line with evidence based practice within area of work.
11. Carry out any other reasonable requests or lawful order as directed by the Chief officer or managers.

### Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

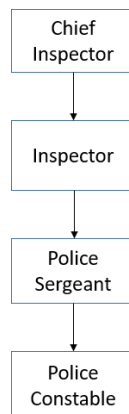
This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

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### Organisation chart

*Insert an organisation chart showing this role and its line managers and reports (individual names must not be included only post titles)*

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## Person Specification

### Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p><b>Qualifications</b> Please state the level of education and professional qualifications and / or specific occupational training required.</p>		<p>Degree level qualification or equivalent.</p> <p>A Levels/Level 3 qualification or equivalent.</p>
<p><b>Knowledge</b> This relates to the level and breadth of practical knowledge <b>required</b> to do the job (e.g. the understanding of a defined system, practice, method or procedure).</p>		<p>Knowledge of the law or criminal justice framework, or ability to learn this.</p>
<p><b>Technical / Work-based Skills</b> This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</p>	<p>Full clean jersey driving licence.</p>	

	<p>Ability to swim at least 50m.</p> <p>A good level of fitness as outlined by Officer Safety Training policy and job related fitness test procedure (level 5.4 of 15m shuttle runs and swim 2 25m lengths of a swimming pool). Tested annually.</p> <p>Ability to record accurate, detailed and concise statements to be used in the criminal justice framework.</p>	
<p><b>General Skills/Attributes</b> This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</p>	<p>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;</p> <p>Good team working skills demonstrating awareness of individual differences and providing support as required;</p> <p>Able to proactively develop effective working relationships with colleagues, partners and other stakeholders, understanding their needs and concerns;</p> <p>Able to identify the drivers of behaviour, acting with discretion and emotional intelligence to manage conflict and defuse difficult situations;</p> <p>Problem solving skills with the ability to identify cause and effect and develop an</p>	

	<p>evidence-based course of action designed to target root causes as well as manage impacts;</p> <p>Able to interpret and apply guidance to a specific activity;</p> <p>Able to critically question and identify potential opportunities to enhance efficiency and/or effectiveness within area of work;</p> <p>Able to identify, analyse and manage risk to inform balanced, proportionate, evidence based decisions.</p> <p>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. Takes an innovative and creative approach to solving problems. Flexible to shift changes.</p>	
<p><b>Experience</b> This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</p>		<p>Experience in a legal role.</p> <p>Experience in a customer facing environment.</p> <p>Experience as an honorary police officer (or equivalent)</p>
<p><b>Criteria relating to Safeguarding</b> Other requirements needed to confirm suitability to work with vulnerable people e.g. attitudes, skills, experience etc.</p>	<p>There will be exposure to unsavoury, confidential and highly emotive and sensitive issues where the careful and effective handling of such matters is essential.</p>	

#### Additional Essential Criteria/Information

Police officers encounter stressful situations, trauma, physical confrontation and work long hours on a 24 hour shift rotation. They need to be resilient enough to cope with the demands and pressures of police work. Applicants must therefore be in good health mentally and physically to undertake police duties. You will undergo a medical examination to ensure you meet the health standards required.

An eye test will be required.

All visible tattoos are reviewed to check appropriateness. Any that would undermine the dignity and authority of your role would not be acceptable.

Criminal Convictions or sanctions will mean a definite or likely rejection of your application, including anyone who has received a formal caution in the last five years, committed a violent crime or public order offence. If you are at all unsure, get in contact and ask.

Applicants will have their financial status checked. These checks are carried out because police officers have access to privileged information which may make them vulnerable to corruption.

Any outstanding debts need to be paid -According to States of Jersey Police Force (General Provisions) (Jersey) Order 2016 'a police officer shall not wilfully refuse or neglect to discharge any lawful debt.'

#### **Core Accountabilities, Attributes and Behaviour Indicators**

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the College of Policing competency values framework at level 1.