



PERSON SPECIFICATION



Post Title:	Detective Constable
Organisation:	Royal St. Helena Police
Responsible to:	Detective Sergeant
Responsible for:	
Grade:	

Job Purpose

To improve the lives of all within our communities, help the islands of St. Helena and Ascension Island thrive, improve the capability and capacity of the Royal St. Helena Police Service and develop the skills and abilities of our police officers and staff.

Main Duties and Responsibilities

The Detective Constable will utilise a range of appropriate investigative approaches to gather material, placing the victim at the centre of all actions and decisions, to safely and effectively investigate serious and complex crimes with a view to achieving an appropriate outcome for that investigation.

The duties of the Detective Constable shall include, but not be limited to, the following:

- Liaise and work with other investigators, specialists and managers to establish and use appropriate methods for gathering material and to develop procedures to turn material into intelligence or evidence as part of the investigation into serious and complex investigations.
- Collect and gather material, intelligence and evidence from a range of sources that are appropriate to the serious and complex nature of the investigation, record and retain evidence in a format that is evidentially admissible to support the investigative process.
- Identify and plan own investigative actions, taking into account available resources, including other agencies, priorities, and proportionality to achieve investigatory objectives.
- Assess threat, harm and risk in order to develop and implement plans and strategies to investigate serious and complex crime.
- Interview witnesses and suspects and gather all required information, intelligence and evidence in relation to serious and complex investigations in accordance with PIP2 investigative standards also generating further lines of enquiry where required to bring offenders to justice.
- Use relevant powers to arrest and apprehend where necessary and issue special warnings.
- Undertake associated search and custody procedures to protect and safeguard the public in accordance with legislation and policy.
- Provide appropriate support for victims during an investigation, completing risk assessments, and formulating a victim strategy, where required, to ensure the safety and wellbeing of the victim.
- Carry out analysis, assess evidence, and evaluate material generated by the investigation of serious and complex crimes to identify offenders.
- Ensure all material, including exhibits generated by serious and complex crime are seized, examined, and retained in accordance with legislation and policy, where necessary.



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- Respond to safeguarding concerns and manage risk in cases, including but not limited to; child neglect, child abuse, and child sexual abuse, offences against vulnerable adults, domestic abuse and sexual offences to protect the most vulnerable people in society.
- Work with key partners and agencies to strengthen our response to reports of the abuse of children and vulnerable adults:
 - Work in accordance with the principles of 'Working Together 2018'.
 - Conduct joint investigations working as part of a multi-discipline team.
 - Work with and support multi-agency safeguarding processes such as MAPPA and MARAC.
 - Engage in multi-agency information sharing as appropriate.
- Prepare reports on the outcome of investigations and build and manage case files and conduct disclosure within best practice procedures to ensure there is an accurate audit trail.
- Providing advice, guidance and support to student and more experienced police officers.

In addition to their primary duties, the Detective Constable may also be required to perform the following roles in support of police operations:

- Respond to policing incidents; and
- Supporting the policing of events and operations.

Special Conditions

The Detective Constable's core shift pattern will be from 08:00-16:00 from Monday to Friday.

The Detective Constable will be required to be 'on call' as part of the CID on call rota (there is no additional payment for this responsibility, but there is an entitlement to overtime/time off in lieu when called out) and may, occasionally, be required to support uniform officers in order to provide an appropriate policing response or meet minimum staffing levels.

The RSHP provides policing services on both St. Helena and Ascension Island and, while this role will be based on St. Helena, there may be opportunities to undertake short secondments to Ascension Island during the period of the contract.

This job profile is not an exhaustive list of duties and responsibilities. There may be other ad hoc duties that fall within the remit of the role that the job holder may need to complete. In addition, the job holder will be required to carry out any other reasonable duties as requested which are commensurate with the grading and level of responsibility for the role.

In line with the requirements of the Police Service Ordinance 1985, the post holder must be under the age of 60 on the date of appointment.

Behaviours

All roles are expected to know, understand and act within the ethics and values of the Royal St Helena Police.

The Policing Competency and Values Framework (CVF) has six competencies that are clustered into three groups. Under each competency are three levels that show what behaviours will look like in practice.

This role should be operating or working towards the following levels of the CVF:



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Resolute, compassionate and committed

We are emotionally aware:..... CVF Level 1

We take ownership: CVF Level 2

Inclusive, enabling and visionary leadership

We are collaborative: CVF Level 1

We deliver, support and inspire:..... CVF Level 1

Intelligent, creative and informed policing

We analyse critically:..... CVF Level 2

We are innovative and open-minded:..... CVF Level 1

Criteria	Essential/ Desirable	Application Form	Selection Process
Qualifications:			
Accredited Detective (PIP2 trained or equivalent)	E	✓	✓
Joint investigation trained and experienced in the conducting of ABE interviews (adult and child)	E	✓	✓
Tier 3 or above Interview Trained	D	✓	
Knowledge & Experience:			
Broad experience as an investigator within a serious or complex crime investigation environment	E	✓	✓
Experience of investigating sexual offences against children and/or vulnerable adults.	E	✓	✓
Demonstrable experience of complex information gathering and problem solving	E	✓	✓
Experience as an investigator within a major crime, public protection or historical review team.	D	✓	
Knowledge or experience of examination and extraction of data from mobile phones or other digital media.	D	✓	
Skills and Abilities:			
Able to work on own initiative to develop intelligence or identify emerging risks and investigate accordingly.	E		✓
Able to break down a complex problem into component parts and determine appropriate action in investigations.	E		✓
Ability to work effectively in a team to achieve shared objectives, demonstrating awareness of individual differences and providing support and advice as required.	E		✓



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Able to deploy to scenes of crime and manage all aspects of an investigation including victim, witness and suspect management through to conviction with minimal supervision.	E		✓
Able to work with professionals and partner agencies in order to achieve the best outcome for victims.	E		✓
Able to demonstrate a willingness to develop others.	E		✓
Other:			
Willingness to work flexibly –evening and weekend work will be required.	E	✓	
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.	E	✓	✓
Contribute to a positive working environment ensuring commitment to equality and diversity.	E	✓	✓

Our Values

Every person working within the Royal St. Helena Police Service must work honestly and ethically. The public expect police officers and staff to do the right thing in the right way and basing decisions and actions on a set of principles will help to achieve this.

The principles set out in our Code of Ethics originate from the 'Principles of Public Life' published by the UK Committee on Standards in Public Life in 1995, as these continue to reflect public expectations. The Code also includes the principles of fairness and respect as these are crucial to maintaining and enhancing public confidence in Policing and other public services.

- **Accountability**
 - You are answerable for your decisions, actions and omissions
- **Fairness**
 - You treat people fairly
- **Honesty**
 - You are truthful and trustworthy
- **Integrity**
 - You will always do the right thing
- **Leadership**
 - You lead by good example
- **Objectivity**
 - You make choices on evidence and your best professional judgement
- **Openness**
 - You are open and transparent in your actions and decisions
- **Respect**
 - You treat everyone with respect
- **Selflessness**
 - You act in the public interest