



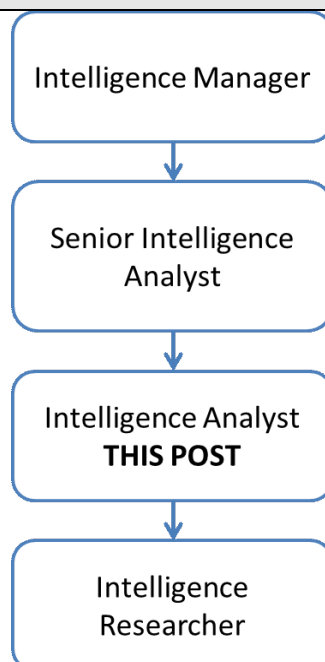
Job Description

Job Title:	Alliance Intelligence Analyst
Post Number:	VAC-5700
Division/Department/Section:	Alliance Intelligence Department
Line Manager	Alliance Senior Intelligence Analyst

1. PURPOSE

To support Policing across the alliance. The Alliance Intelligence Analyst is required to obtain, evaluate, develop and analyse intelligence and other information from various sources; apply analytical techniques to interpret information; use inference and hypothesis development to identify to make sound judgements based on intelligence analysis methodology; support and drive serious and complex investigations; deliver analytical products to support operational policing and strategic planning at all levels; disseminate analytical products and effectively communicate findings and review the effectiveness of the analytical methodology and products.

2. POSITION IN THE ORGANISATION



People who work directly for this post

Although there is no post holder who is directly supervised by this post the analyst will be involved in directing and tasking of other intelligence staff such as the Intelligence researchers.

3. MAIN RESPONSIBILITIES	
What is the post responsible for? (INPUT)	With what results? (OUTPUT)
Discuss and develop terms of reference for an intelligence analysis product.	To fully understand the purpose of an intelligence product and ensure it delivers what is required.
To be responsible for the obtaining, research and evaluation of information obtained for a policing purpose	To identify crime trends, patterns and networks. To produce comprehensive intelligence products, as per the National Intelligence Model (NIM)
To appropriately apply the analytical methodology and techniques as described by the national intelligence model (NIM) and the national intelligence analysis training course (NIAT)	Ensuring the correct application of intelligence analysis and the production of high quality intelligence products.
To appropriately apply the inference development process as described by the National intelligence model (NIM) and the National intelligence analysis training course (NIAT)	To ensure the analytical product adds tangible value to the source information. Effectively supports police activity.
Develop recommendations from the results of the intelligence analysis methodology.	Based on the findings of intelligence analysis produce recommendations that are well founded and robust in order to support decision making and Policing activity.
Create an intelligence analysis product to influence and support decision making.	Creation of a comprehensive intelligence analysis product that is focussed on supporting decision making at a strategic, tactical and operational level.
Disseminate the intelligence analysis product. To present findings and intelligence products across all NIM policing levels. Including major investigations.	To provide intelligence research support to all levels of policing including Intelligence cell support to major investigations etc.
Review the effectiveness of the intelligence analysis product.	To derive learning and an evidence base to identify what is and is not effective. So as to inform future products.
To regularly up-date knowledge and attend training events in respect of current, related developments and innovations in intelligence and analytical techniques, including relevant legislation.	To ensure that the post holder retains the required level of knowledge to enable them to effectively perform their role.
Maintain up-to-date knowledge of current Force systems, policies, procedures and legislation related to the collection and use of intelligence data. (e.g. RIPA, ECHR, DPA and MOPI)	Appropriate obtaining and use of information

To assist in the preparation and production of tasking and coordination documents. (i.e. Strategic assessment document, tactical assessments etc.) Is also responsible for Intelligence related responses to internal requests and outside agencies. (i.e. Organised crime group mapping, or UKBF)	To provide accurate and timely intelligence products
To provide support to intelligence cells for major enquiries / crimes in action.	To research, assess and analyse intelligence related to the investigation.
To attend court and give evidence in support of prosecutions as required.	To provide evidence relating to research and analytical products as well as aiding the understanding of complex evidence
Attend and participate in NIM meetings as required.	Ensure knowledge of current intelligence related issues is up to date and inform meetings of any related information.
Deputise for the Senior Analyst to provide resilience as and when required.	Ensure the continuation of the intelligence analysis function.
This list of duties is not restrictive or exhaustive and the post-holder may be required to carry out duties from time to time that are either commensurate with/or lower than the grade of the post. In some posts this might include the ad-hoc provision of guidance and informal training of new colleagues.	
4. CONTACTS Five main contacts, internal or external (other than Manager), which the post-holder regularly deals with in the course of their work.	
1.	Alliance Intelligence department staff and officers. Particularly senior analysts, Researchers and FIO's / IDO's.
2.	Specialist departments including major crime and serious organised crime.
3.	Local Police Officers (Forcewide / Alliance wide)
4.	Other Police forces / law enforcement agencies
5.	Partner agencies / organisations (National / Regional / Local)
5. SPECIAL CONDITIONS/ADDITIONAL INFORMATION Any special arrangements surrounding the job e.g. 24 hr responsibility, on-call time, and weekend work in this section.	
The Force Values together with the National Code of Ethics are a set of non-negotiable standards that all Dorset Police staff must abide by. Loyalty to these Values and Ethics are a requirement for membership into Dorset Police.	

<p>The Intelligence analyst works with sensitive material intended for a Policing purpose and as such is subject to an appropriate level of vetting.</p> <p>Some flexibility to work occasional extended hours maybe required, for example in response to a spontaneous tactical or intelligence led event. This may also attract enhanced rates of pay or overtime / time off in lieu.</p> <p>There is a requirement for this post holder to undertake training and CPD as described by the IPP framework and achieve the IPP accreditation relevant to this role.</p> <p>The Intelligence environment is dynamic, it requires some flexibility, the ability to cope well to change, a positive attitude and also an enquiring mind are all required to fulfil and enjoy this challenging role.</p>
6. HEALTH & SAFETY TRAINING
<p>VDU assessment.</p> <p>Your line manager has the responsibility to refer to the risk assessments appropriate your role. To identify any additional health and safety training required. e.g. Manual handling training, VDU assessment, control of substances hazardous to health etc</p>
7. HEALTH MONITORING
<p>Are there any Health Monitoring requirements specific to this post which will be considered prior to appointment/job offer.</p>
N/A
8. VETTING
<p>Certain designated posts require enhanced vetting in line with the Force Vetting Policy. Details of such specified below eg 'this post is subject to vetting' or 'this post is subject to higher level vetting'. Vetting clearance will need to be obtained prior to appointment of a candidate.</p>
<p>This post is subject to a higher level of vetting due to the handling of sensitive intelligence material.</p>
9. TERMS OF APPOINTMENT
<p>The commencing salary will be within Scale F starting at £28,023 rising by yearly increments to a maximum of £31,875 per annum.</p>
10. PERSON SPECIFICATION

<u>Essential Criteria</u>	
<u>Essential</u> Qualifications/Specific Training/Alternative relevant experience, knowledge, skills which are required for this post.	
Criteria to be measured	Competencies Required
Criteria A	Educated to a degree standard or equivalent relevant experience, including a good standard of computer literacy and IT skills.
Criteria B	Must be able to demonstrate analytical and statistical skills for the purpose of researching and analysing data and information at an advanced level.
Criteria C	Must have excellent communication and presentation skills in order to obtain and present data and information to staff at all levels, both in report format and via meetings / presentations. Must have the ability to communicate findings and appropriately influence Decision makers.
Criteria D	Ability to act on own initiative to own and manage issues. Demonstrates good problem solving skills based on sound judgement.
Criteria E	Must have the ability to plan and prioritise own workload in order to meet deadlines with minimal supervision.
Criteria F	Must be able to make clear, timely and justifiable decisions based on an informed rationale.
Criteria G	Possess a high level of integrity in order to work with sensitive material. Flexible with an openness to change. Is able to exercise discretion ensuring actions and decisions are proportionate and in the public interest.
Criteria H	Approachable and skilled at developing positive working relationships. Ability to work cooperatively and support colleagues.
<u>Desirable Criteria</u>	
<u>Desirable</u> Qualifications/Specific Training/Alternative relevant experience, knowledge, skills which are required for this post.	
Criteria to be measured	Competencies Required
Criteria I	Previous experience of research in a Law enforcement or related environment
Criteria J	Experience of software and tools relevant to the manipulation and presentation of data. e.g GIS spatial mapping software, structured query language and similar.

Criteria K	Knowledge of relevant legislation, policy and guidance such as the Management of Police information (MOPI) and the National intelligence model (NIM) with particular relevance to intelligence led policing and the purpose of key intelligence products.
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