

<b>Job Title:</b>	<b>Senior Crime Analyst</b>
<b>Grade / Salary:</b>	£32,673 - £41,718 + generous Local Government Pension Scheme
<b>Directorate / Team:</b>	Strategy & Delivery
<b>Reports to:</b>	Strategic Crime and Insight Analyst
<b>Main purpose of the role:</b>	To support the preparation of analytical products to inform the Police and Crime Commissioner’s priorities, increase the corporate understanding of crime and disorder issues within the OPCC, undertake scrutiny and provide assurance to the PCC around the performance of Hertfordshire Constabulary.
<b>Working arrangements:</b>	Flexible working with up to 3 days a week at home. Place of work: Harpenden Police Station, Hertfordshire, AL5 4GZ

<b>Key Responsibilities</b>
<ol style="list-style-type: none"> <li>1. To contribute to the Office of the Police and Crime Commissioner’s (OPCC’s) corporate understanding of crime and disorder issues by providing analytical support and expertise to all areas of policy and commissioning.</li> <li>2. To undertake both independent and collaborative data analysis and deliver relevant presentations to major stakeholders including the Hertfordshire Criminal Justice Board.</li> <li>3. To work collaboratively with Hertfordshire Constabulary’s analytical and data teams to complement analysis when deemed necessary and appropriate.</li> <li>4. Support the Strategic Crime &amp; Insight Analyst to interrogate and model data and progress the acquisition of new and / or enhanced data set to support a Prevention First approach.</li> <li>5. Use data mapping techniques and undertake predictive analysis to forecast crime trends and anticipate gaps in support of an evidence-based policing approach.</li> <li>6. Use police systems to download sensitive material and edit appropriately for external scrutiny panels including Stop and Search and Use of Force and use the findings to help change practice and monitor improvements.</li> <li>7. Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this job, and participating in multi-disciplinary, cross-organisational groups and project teams.</li> </ol>

Accountability	
Financial	Line Management
None	None

### Technical Requirements

- Hold a university degree or have 3 years relevant experience.
- Good working knowledge of crime and disorder issues and experience of working in a related environment.
- Excellent numerical and analytical skills and experience of statistical methodologies and crime analysis techniques.
- Be proficient and confident using Microsoft packages to produce spreadsheets and PowerPoint presentations.
- Demonstrate an understanding of partnership working and collaboration across political and organisational boundaries and an ability to network with a range of local and national organisations.
- Ability to engage, communicate and consult with stakeholders working at all levels and in complex and sensitive contexts.
- Ability to work accurately and independently, to manage demands of own workload and to use own initiative to identify areas for improvement.

### Other Requirements

- The post holder will be subject to enhanced police vetting (NPPV3) to access police systems and databases.
- The post holder must have their own vehicle and be able to travel independently to attend meetings across the county and to neighbouring forces.
- The post holder will be required to undertake training as and when required.
- There is a requirement for the post holder to meet the probationary objectives set.
- The post holder will be expected to comply with Health and Safety requirements.

### Person qualities/ Behavioural quantities

#### We are emotionally aware

I consider the perspectives of people from a wide range of backgrounds before acting. I adapt my style and approach according to the needs of the people I am working with, using my own behaviour to achieve the best outcome. I promote a culture that values diversity and encourages challenge. I encourage reflective practice among others and take the time to support others to understand reactions and behaviours. I take responsibility for helping to ensure the emotional wellbeing of those in my teams. I take the responsibility to deal with any inappropriate behaviours.

#### We take ownership

I proactively create a culture of ownership within my areas of work and support others to display personal responsibility. I take responsibility for making improvements to policies, processes, and procedures, actively encouraging others to contribute their ideas. I am accountable for the decisions my team make and the activities within our teams. I take personal responsibility for seeing events through to a satisfactory

conclusion and for correcting any problems both promptly and openly. I actively encourage and support learning within my teams and colleagues.

#### **We are collaborative**

I manage relationships and partnerships for the long term, sharing information and building trust to find the best solutions. I help create joined-up solutions across organisational and geographical boundaries, partner organisations and those the police serve. I understand the local partnership context, helping me to use a range of tailored steps to build support. I work with our partners to decide who is best placed to take the lead on initiatives. I try to anticipate our partners' needs and take action to address these. I do not make assumptions. I check that our partners are getting what they need from the police service. I build commitment from others (including the public) to work together to deliver agreed outcomes.

#### **We deliver, support, and inspire**

I give clear directions and have explicit expectations, helping others to understand how their work operates in the wider context. I identify barriers that inhibit performance in my teams and take steps to resolve these thereby enabling others to perform. I lead the public and/or my colleagues, where appropriate, during incidents or through the provision of advice and support. I ensure the efficient use of resources to create the most value and to deliver the right impact within my areas. I keep track of changes in the external environment, anticipating both the short- and long-term implications for the police service. I motivate and inspire others to achieve their best.

#### **We analyse critically**

I ensure that the best available evidence from a wide range of sources is considered when making decisions. I think about different perspectives and motivations when reviewing information and how this may influence key points. I ask incisive questions to test out facts and assumptions, questioning and challenging the information provided when necessary. I understand when to balance decisive action with due consideration. I recognise patterns, themes, and connections between several and diverse sources of information and best available evidence. I identify when I need to act on the basis of limited information and think about how to mitigate the risks in so doing. I challenge others to ensure that decisions are made in alignment with our mission, values, and the Code of Ethics.

#### **We are innovative and open-minded**

I explore several different sources of information and use a variety of tools when faced with a problem and look for good practice that is not always from policing. I can spot opportunities or threats which may influence how I go about my job in the future by using knowledge of trends, new thinking about policing and changing demographics in the population. I am flexible in my approach, changing my plans to make sure that I have the best impact. I encourage others to be creative and take appropriate risks. I share my explorations and understanding of the wider internal and external environment.