

# NORTHUMBRIA POLICE

## Role Definition



Dept / Area Command:	Forensic Services	Section:	Identification
Post Title:	Identification Manager	Post Reference:	ZZ266/20744
Post Grade:	Grade J	Location:	Peterlee
Car User Status:		Telephone Allowance:	
Shift Allowance:		Standby Allowance:	
Weekend Enhancement		Contractual Overtime:	
Line Manager:	Head of Forensic Services		
Staff Responsibilities:	Allocated subordinate staff and trainees		
Purpose:	To manage and develop the Forensic Services Peterlee functions to ensure accredited forensic response to operational demand by maximising cost effective forensic opportunities in the investigation of crime, which are based on scientific and evidential benefits.		

### Key Responsibilities :-

1. Ensure efficient day to day management of the Forensic Services based at Peterlee, whilst maintaining expert witness status (if applicable) and technical management/ISO support as required.
2. Provide strategic support to Head of Forensic Services on national Silver marketplace and NPCC groups and deputise Gold groups where necessary, liaising with SMT where appropriate.
3. Develop and maintain up to date policies, procedures and practices for Forensic Services at Peterlee; identifying areas for continuous operational improvement in line with national forensic transformation programmes.
4. Provide strategic alliance support and co-ordination of management aspects of the Section 22 legal agreement between Northumbria Police and Durham Constabulary.
5. Co-ordinate and manage ongoing accreditation work required by Forensic Services functions at Peterlee to ensure the unit maintains the appropriate mandatory ISO 17025 accreditation as set by the Forensic Science Regulator.
6. Ensure the force complies with the legislative requirements of the Protection of Freedoms Act and the governance requirements of the Office of Biometrics Commissioner and Information Security as an integral part of all forensic submission management.
7. Provide decision-making oversight of the forensic assessment and FSP submission of all undetected homicide reviews managed by the Forensic Submissions Supervisor, ensuring that all Review Team forensic assessments are current, proportionate and targeted to the investigation.
8. Provide performance, budgetary and management data to the Head of Forensic Services as required and adopt a proactive problem-solving approach to the day to day operational aspects of Forensic Services at Peterlee.
9. Manage and develop staff to ensure individuals have the knowledge, skills and experience to achieve the required standards and objectives of accredited forensic

areas, delivering best results through high performance.

Attend local, regional and national meetings and conferences on behalf of Northumbria Police to ensure best practice and current techniques are maximised.

10. Maintain up-to-date skills and knowledge of forensic disciplines, forensic limitations and partnership capabilities.

**The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.**