|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | | | |
| Dept. / Area Command: | Learning and Development |  | Section: | Learning Delivery |
| Post Title: | Trainer – Forensic Services |  | Post Reference: | WP130/20436 |
| Post Grade: | Grade E |  | Location: | Agile working |
| Car User Status: |  |  | Telephone Allowance: |  |
| Shift Allowance: |  |  | Standby Allowance: |  |
| Weekend Enhancement: |  |  | Contractual Overtime: |  |
| Line Manager: | Detective Sergeant Investigative Skills & Quality Manager Forensic Services. | | | |
| Staff Responsibilities: | Not Applicable | | | |
| Purpose: | Identify, design, develop and deliver training; also learning and development solutions which will ensure that the force wide forensic capability fully meets the demands of both internal and external investigative quality standards. | | | |

1. Design and develop forensic learning and development programmes and solutions that will ensure all staff are appropriately skilled and confident to fulfil the forensic science provision at the level required as part of their role.
2. Identify training needs and source specialist digital forensic learning and development programmes and solutions that will ensure all staff are appropriately skilled and confident to fulfil the required digital forensic provision at the level required as part of their role.
3. Deliver or contribute to learning inputs to ensure training provided supports the Force strategic priorities, internal / external standards and evidence~~-~~led investigations.
4. Assess individual and group learning achievements in order to determine knowledge and skills gaps to ensure successful delivery that results in high levels of satisfaction and competency that complies with the required investigative and quality standards.
5. Support the identification, development and coordination of the training provision for operational officers and staff to enhance traditional and digital forensic awareness and ensure the preservation of traditional and digital forensic evidence including crime scenes.
6. Develop frameworks that support continuous professional development through opportunities such as coaching and mentoring in order to ensure achieve professional status and retention of skills.
7. Identify and work with partner organisations (public, private and voluntary) to develop relationships, to create opportunities to identify potential talent and opportunities for continuous improvement.
8. Update and maintain accurate recording systems in order to ensure that accurate information can be produced to measure maintain and inform training delivery service improving quality, compliance and decision-making.
9. Research best practice and undertake environmental scanning to ensure that the information contained in all training materials and presentations is maintained as current and reflects latest forensic developments and emerging legislative and regulatory requirements.
10. Work to the memorandum of understanding agreed between People Services and the Forensic Services Department, planning and organising duties and responsibilities as necessary.

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