**ROLE PROFILE**

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| **Role Title:** | | Researcher + (Project Adder) | **Leadership level:** |  |
| **JRN:** | | 20969 30244 | **Job family:** |  |
| **Band:** | | 5 | **Location:** | Agile across Police Location |
| **Allowances:** | | As per contract | **Politically restricted:** | No |
| **Department:** | | Force Coordination and Operations | **Vetting level:** | RV |
| **Reporting to:** | | 20969 Intelligence Officer Project Adder  30244 Analyst Intelligence | **Date published:** | September 2022 |
| **Posts responsible for:** | | None | | |
| **Part A – Job Description** | | | | |
| **Overall purpose of the role:** | | | | |
| Intelligence Researchers form a key part of the analytical function within the intelligence unit. Their primary role is to provide research support to the Intelligence Analysts by assisting in the collation of intelligence and evidence regarding crimes and criminals.  They also conduct research in relation to intelligence development, utilising internal and external police force databases and when appropriate initiating enquiries with partnership and other external agencies or businesses. | | | | |
| **Key responsibilities of the role:** | | | | |
| **1** | Using specialist software identify, collate and input data from a range of sources to appropriate databases, in order to contribute to the analysis of crime and disorder. | | | |
| **2** | Identify links, emerging trends and patterns between crimes and criminals in order to contribute to the assessment of threat harm and risk in all areas of crime and disorder. | | | |
| **3** | Undertake research requests and project work, using both internal and external systems, in order to provide relevant information to contribute to the analytical function. | | | |
| **4** | Contribute to the compilation of analytical products, ensuring that relevant timely complete and accurate information is available to support effective decision making. | | | |
| **5** | Liaise with internal and external sources in order to facilitate the collection and analysis of data. | | | |
| **6** | Conduct ad hoc data requests, returns, research and/or supporting analysis in order to complete requests from clients and comply with national requirements. | | | |
| **7** | Respond at short notice to urgent operational requests and demands. | | | |
| **8** | Research information and accurately record data onto national databases including PND. | | | |
| **9** | Liaise with colleagues to support the knowledge sharing process across the departmental functions and ensure there is a collaborative approach to intelligence. | | | |
| **10** | Undertake open source research ensuring compliance with data protection legislation to support operational requirements. | | | |
| **11** | Attend and contribute to meetings with internal and/or external partners, if required. | | | |
| **12** | Continue the development of skills through Continuous Professional Development. Support and mentor colleagues as appropriate. | | | |
| **Part B – Scope of contacts** | | | | |
| **Internal / External relationships:** | | | | |
| **Internal:**  Area Command Intelligence Units, POCT, DSU, FIG, IPU, CDD, SB, IMU, Cyber Unit, Complex Fraud Investigation Unit, Other analysts & researchers, Area Command SMT, Area Command NPT, Area Command HIT (Burglary team), Strategic Leads, Area Command Harm Reduction Unit, Integrated Offender Managers, Designing Out Crime Officers, Digital Policing  **External:**  NERSOU, Officers and staff at other forces, Home Office, North East Retail Crime Partnership (NERCP), Opal, VRU external or internal, North East Trading Standards Association, National Vehicle Intelligence Service (NaVCIS), ACRO Criminal Records Office, Illegal Money Lending Team (IMLT) | | | | |

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| **Part C – Competencies and Values** |
| **Northumbria competencies and values framework (NCVF)** |
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| **Part D – Continuous Professional Development (CPD) role 6 months** | |
| **First 6 months** | |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| **12 months and beyond** | |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |

**Part E - PERSON SPECIFICATION**

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| **Criteria** | **Essential** | **Desirable** | **How to be assessed** |
| Qualifications, knowledge and experience | Previous experience of undertaking research, | Proven use of research and intelligence gathering skills  Good working knowledge of the National Intelligence Model (NIM)  High level of IT skills including working with large data sets  Experience of using Microsoft Excel  RISC Researcher IPP accreditation | Application/interview/  CPD |
| Planning and organising | Ability to manage and prioritise own task to ensure deadlines are met. |  | Application/interview/  CPD |
| Problem solving and initiative |  | Able to use their initiative to solve problems and overcome obstacles | Application/interview/  CPD |
| Management and teamwork | Ability to work in a team and build strong working relationships, demonstrating high level of professional credibility at all levels. |  | Application/interview/  CPD |
| Communicating and influencing | Excellent communicator and have the ability to collate and present large volumes of complex information and have the ability to communicate your work in a clear and concise manner. |  | Application/interview/  CPD |
| Other skills and behaviours | Accuracy and keen attention to detail. |  | Application/interview/  CPD |

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