

**LINCOLNSHIRE POLICE
JOB DESCRIPTION**

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| JOB TITLE: Crime Reduction Tactical Advisor (Domestic Violence) | | POST NO: |
| GRADE: | G | |
| DEPARTMENT: | Prevention and Partnerships | |
| ACCOUNTABLE TO: | Crime Prevention Manager / Sanctuary Coordinator | |
| STAFF MANAGED: | None | |
| LOCATION/WORK BASE: | Headquarters (Forcewide Cover) | |

JOB PURPOSE AND SCOPE:

To be the lead tactical advisors for specialist crime reduction advice in relation to domestic abuse. To provide information, advice and guidance on structured problem solving and the delivery of effective crime prevention initiatives; to support the objectives of minimising crime, disorder and antisocial behaviour within Lincolnshire. You will work proactively with partnership agencies, local authorities, specialist domestic abuse services, policing teams and community groups on crime reduction and prevention strategies.

You will be expected to complete the relevant accredited training for your role within the first 12 months and keep up to date with information and intelligence relevant to problem solving and preventative policing.

All staff involved in carrying functions in this role will do so in accordance with the principles of the Code of Ethics. The aim of the code of ethics is to support each member of the policing profession to deliver the highest professional standards in their service to the public

CORE WORK AREAS

- Visit high risk domestic abuse victims and compile “Sanctuary” target hardening reports with recommendations for partner agencies.
- Support the Domestic Abuse Strategy for Lincolnshire and report to the Safe Accommodation Project Officer with regards to their part in the sanctuary scheme.
- Work closely with the Lincolnshire Domestic Abuse Partnership.
- Provide direct support to crime reduction plan owners, to guide and assist them in the application of Scanning, Assessment, Response and Evaluation (SARA) and related problem-solving tools, to support the development and delivery of crime prevention initiatives.
- Carry out research in the Scanning, Analysis and Research phases of SARA, providing information in appropriate formats, to enable crime reduction plan owners to identify and prioritise issues, identify underlying causes, and to develop appropriate interventions.
- Provide data to quantify the benefits of crime reduction activities and inform force reporting on performance against its Key Performance Indicators.
- Represent the force at external meetings, conferences, and events to present and explain relevant crime prevention initiatives and to identify information from other organisations that may contribute to force effectiveness in preventing crime.
- Deliver presentations and training within the force to raise awareness of problem-solving tools, crime prevention processes and procedures, and lessons learned; to promote the adoption of best practices.
- Liaise with colleagues within the force and beyond to share lessons learned and best practices.

- Utilise Police systems within your daily role inclusive of Niche, Business systems and Guardian Command.

OTHER DUTIES:

The duties and responsibilities in this job description are not exhaustive. The post holder may be required to carry out other duties as may be required within the scope of the department. Any such duties should not substantially change the general nature of the post.

EQUALITY AND DIVERSITY:

The post holder is required to carry out their duties in a way that supports the Force Diversity strategy.

HEALTH AND SAFETY:

The post holder will take all reasonable care of themselves and of others who may be affected by their acts or omissions.

All actions must be conducted in accordance with the forces Health and Safety policy.

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS:

Lincolnshire Police has a duty to promote the welfare of, and safeguard of children and vulnerable adults. The post holder is required to comply with Force Policy and Standard Operating Procedures in respect of safeguarding children and vulnerable adults.

Job description written by: Sgt Mel Standbrook

Date: March 2023

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| <u>PERSON SPECIFICATION</u> |
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| Post Title: Sanctuary Crime Reduction Tactical Advisor | Post Number: |
| Section: Prevention & Partnerships | Grade: G |

This form sets the standard for the person needed for this job, and also will be the basis for shortlisting and for the questions to be asked at interview. The requirements are job-related and described using appropriate words and marked E (Essential) or D (Desirable) as appropriate. There will not necessarily be an entry in every box.

| | Requirements | Essential (E) or Desirable (D) | Measurement (see below) |
|-------------------------------------|---|---|------------------------------------|
| Qualifications/ Training | Full UK Driving License | E | A |
| | Successfully completed the Level Four Crime Prevention Practitioners Qualification | D | A |
| Experience | Previous experience of working within a crime reduction/prevention environment | D | A/I |
| | Experience of administrative work in a team environment | E | A |
| | Previous experience of creation and delivery of presentations to a variety of audiences | D | A/I |
| Skills | Able to set out logical arguments clearly, adapting language, form, and message to meet the needs of different people/ audiences. | E | A/I |
| | Able to breakdown a straightforward problem into component parts and determine appropriate action | E | I |
| | Able to use Microsoft Office in particular Word, Excel, PowerPoint, Outlook and designated force specific IT programs for example Niche to undertake daily duties required for role | D | A/I |
| | Able to use resources efficiently in own role and to comply with budget rules and procedures | D | A |
| | Able to communicate effectively and clearly both verbally and in writing avoiding jargon | E | A/I |
| | Able to prioritise and plan own workload | E | A |
| | Able to interpret and apply guidance to a specific activity | E | A/I |
| | Ability to carry out research and produce concise and accurate reports | E | A |

| | Requirements | Essential (E) or Desirable (D) | Measurement (see below) |
|-----------------------------------|---|---|------------------------------------|
| | Ability to develop strong working relationships with partner agencies. | E | A/I |
| Knowledge | Thorough practical understanding of SARA and other Crime Prevention Models. | D | I |
| | Knowledge and understanding of Section 17 of Crime and Disorder Act 1998 | D | A/I |
| | Knowledge and practical understanding of the National Crime Prevention Strategy. | D | I |
| Social Skills | Good team working skills demonstrating awareness of individual differences and providing support as required | E | A |
| | Build and maintain good working relationships with colleagues, partners, external agencies, and members of the public | E | A/I |
| | Demonstrates a clear understanding of the diverse communities across Lincolnshire and their individual needs. | E | I |
| Motivation/ Commitment | Able to complete tasks within set timescales using own initiative | E | A/I |
| | Able to review own performance objectively and to develop and follow an appropriate improvement plan | E | A |
| | Able to identify potential opportunities to enhance efficiency and/or effectiveness within own area of work | E | I |
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| <u>Measurement</u> | A. From application form | T. By test after shortlisting | I. Probing at interview | P. Presentation |
| | R. References | | O. Other (please specify) | |