

Temporary Opportunity to work with the Office of the Police and Crime Commissioner



Are you passionate about helping people affected by crime?

Could you design a new, innovative way to support victims of crime and demystify the criminal justice system?

An opportunity has arisen within the Office of the Police and Crime Commissioner (OPCC) for a Development Officer: Victim and Witness Services to help us develop our vision for a “Victim and Witness Services Hub”.

What does the role involve?

You will monitor emerging government guidance and legislation, working with stakeholders on effective information sharing to produce a performance framework. Alongside this, you will research and report to the Police and Crime Commissioner and the Local Criminal Justice Board on how we will deliver the Victim and Witness Services Hub in Humberside, producing a plan that sets out how the programme of change will build up from smarter commissioning in the short term into the longer term vision.

Who are we looking for?

We are looking for someone with the credibility to work effectively with a range of partners, acting as a catalyst for change. You will have strong communication skills and the ability to explain complex concepts to a range of diverse audiences; including members of the public, professional colleagues and heads of services audiences ranging from the general public to executives. You will be familiar with the criminal justice environment and have experience in effectively delivering change. You will be self-motivated and comfortable working without direct supervision to design and implement a plan with limited resources to a tight timescale.

Why is the OPCC an Employer of Choice?

We have a flexible and welcoming environment, encouraging and supporting innovative and agile ways of working. We will cover a salary in the range of £25k-£35k for the duration of the post.

How do I apply?

We welcome applications to join us for 12 months on a fixed-term basis or from people working within Criminal Justice partner agencies to join us on secondment. Expressions of interest for secondment must have the support of your current employer. The OPCC recognises the positive value of diversity, promotes equality and challenges discrimination. We particularly encourage applications from people from an ethnic minority background, who are currently under-represented.

To apply, please send a current CV and covering letter of no more than 1,000 words, outlining your suitability for this role, by email to pcc@humberside.pnn.police.uk. The closing date is 23:59 on Sunday 20th September 2020.

Development Officer: Victim and Witness Services (Temporary)

An opportunity has arisen within the Office of the Police and Crime Commissioner for a Development Officer: Victim and Witness Services. The role is available as a fixed-term temporary opportunity for 12 months; or as a secondment opportunity to people working within the Criminal Justice or victim and witness support services sector.

Role Purpose

The Police and Crime Commissioner (PCC) is responsible for commissioning services to support victims of crime in Humberside. As a revised Victims' Code of Practice sets out the rights of people affected by crime, the PCC has a vision to bring services together and improve communication to deliver better outcomes for the public. The Development Officer: Victim and Witness Services will develop this vision into a practical plan for how victim support services will be commissioned and delivered in a "Victim and Witness Services Hub".

Key Responsibilities

The Development Officer: Victim and Witness Services will improve the outcomes for people affected by crime by:

- Identifying the opportunities to better support victims of crime and overseeing a short-term delivery plan;
- Consulting with stakeholders to understand what is valued by people affected by crime and establishing the outcomes the Victims' Hub seeks to deliver
- Working alongside partner agencies to improve how data is collected and shared, developing a sustainable process to measure compliance with the Victims' Code of Practice
- Investigating how victims' services are delivered elsewhere, reviewing "what works"
- Act as an expert advisor in support service commissioning decisions
- Setting out the options for delivering a Victims' Hub: a single point of contact to improve communication with people affected by crime and between criminal justice partners; and ensure people affected by crime have access to their rights under the revised Victims' Code of Practice and the proposed new Victims' Law.

Skills and Experience

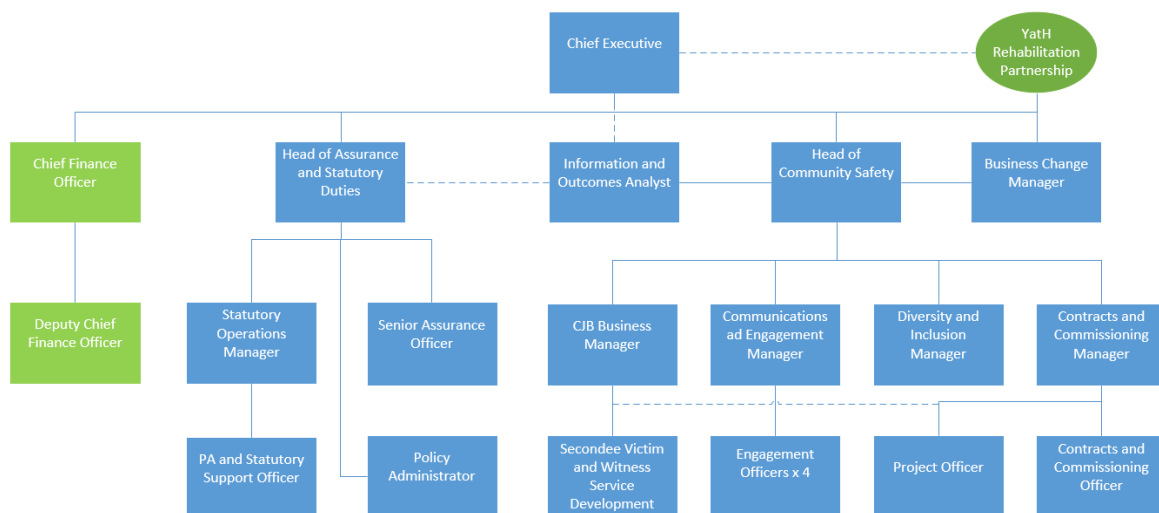
The Development Officer: Victim and Witness Services will represent the Office of the Police and Crime Commissioner and work with stakeholders in the criminal justice system.

The successful candidate will have:

- Familiarity with the criminal justice system and the agencies involved in supporting people affected by crime
- The credibility to work with and influence criminal justice partners
- Experience in developing and delivering a programme of change with limited resources
- Excellent written and verbal communication skills with the ability to tailor a message to suit different groups, ranging from the general public to criminal justice executives.
- The motivation, confidence and capability to work without direct supervision. The post holder will have a large degree of autonomy but significant decisions will need to be approved by the Criminal Justice Board Business Manager.

Organisational Structure

The Development Officer: Victim and Witness Services will be seconded for one year to the Office of the Police and Crime Commissioner; reporting to the Criminal Justice Board Business Manager and working closely with the Contracts and Commissioning Manager.



Remuneration

The role will be filled on a fixed-term temporary basis or on secondment from a criminal justice partner agency; salary will be in the range of £25-£35k per annum. The role is temporary for twelve months from October 2020 with the potential to become permanent subject to funding.

The OPCC has a flexible and supportive environment for staff, offering a range of benefits including access to IT equipment to enable agile working.

Person Specification

Essential	Desirable
Degree or equivalent professional experience in managing projects	A project management qualification or professional experience of managing significant change
Experience within the criminal justice system or in the victim and witness support sector	Wide experience working with partners in the criminal justice and victim support sectors, with a strong understanding of the landscape and how the agencies interact with one another.
An understanding of the Victims' Code of Practice	An awareness of the rights within the draft 2020 Victim's Code of Practice and the proposed Victim's Law and how this will affect services for people affected by crime.
Excellent written and verbal communication skills with the ability to communicate complex issues in a simple and easy to understand manner.	Demonstrable experience at communicating complex issues at a range of levels including the general public and executive level.
Experience of working with multiple stakeholders to deliver change	Experience of working at strategic level and of negotiating successful outcomes with external stakeholders
Experience in measuring and reporting performance across a complex system	Experience in designing and measuring an outcome-based performance framework
Experience at effectively performing a role without direct supervision	Experience of leading the development of a new role or project
Able to demonstrate the values of the OPCC	
Live within Humber area or daily commuting distance or willing to commit to doing so within agreed timeframe if successful	