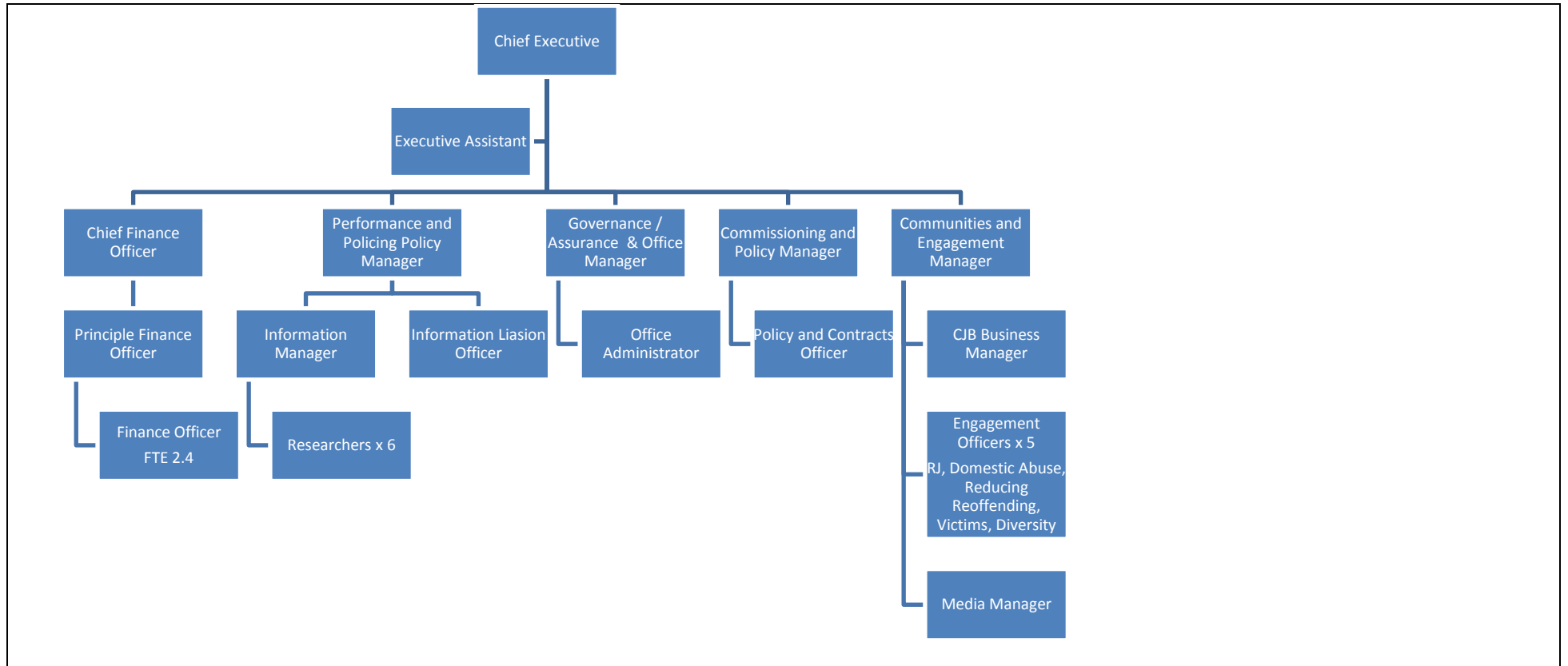
	Office of the Police and Crime Commissioner Humberside Role Requirement	Objective Analysis: 10i
		Post No: TBC
Position title: Engagement Officer	Grade: SO1 to MP7 (link graded)	Vetting Level:
<p>OPCC Purpose: The purpose of the Office of the Police and Crime Commissioner is to support and enable the Police and Crime Commissioner in order to deliver the outcomes of the Police and Crime Plan and fulfil all statutory requirements.</p> <p>Team Purpose: The purpose of the Communities and Engagement function is to ensure effective engagement with local partners and stakeholders within the wider Criminal Justice environment to encompass local authorities and Community Safety Partnerships (CSPs), to ensure effective engagement with the public including leading on consultation etc. as well as coordinating external communications.</p> <p>Role Purpose: Develop and maintain effective partnerships with local communities (as specified by the Communities and Engagement Manager), build an informed picture of the relevant networks operating in the local area and proactively encourage joint working where possible, build intelligence and needs analysis to support the OPCC to understand impact at community level both geographically and by population type, develop and share good practice across the Humber and amongst partners accordingly to help contribute to the outcomes within the Police and Crime Plan.</p>		
Specific Roles/Tasks		
<ul style="list-style-type: none"> • Act as local point of contact for public and partners requiring support from the OPCC • Build effective network of partners involved in achieving outcomes from the Police and Crime Plan • Collate relevant information routinely as instructed to monitor impact measures to assist the OPCC to monitor across local authority areas • Support routine community consultations / surveys to ensure the views of the public are sought and acted upon 		
Responsibility	Decision Making	
<ul style="list-style-type: none"> • Build effective relationships and partnerships with those contributing to the outcomes of the Police and Crime Plan • Effectively network with partners and stakeholders to identify areas of good practice and share proactively across areas • Understand the locality and ensure relevant communication channels in place to give and receive information about the area • Respond to and proactively manage areas of concern emerging through local communities through ensuring these views are sought and acted upon i.e. through complaints or other channels • Act as local point of contact for community consultation / survey as required • Ensure any areas of concern relating to the outcomes in the Police and Crime Plan are escalated to the Communities and Engagement Lead for addition to the OPCC Risk Register 	The post holder will be required to make day to day decisions, demonstrate initiative, leadership and discretion; whilst seeking direction from the CEO & PCC for strategic direction	
Additional Information		
Key Working Relationships:		
<ul style="list-style-type: none"> • Commissioner on various forums and meetings • Chief Executive • CFO • HCJB 		

<ul style="list-style-type: none">• Support the development of positive and newsworthy case studies to be shared internally and externally from team and partners as appropriate• Seek opportunities for the OPCC to work in partnership with wider stakeholders to support achievement of outcomes of the Police and Crime Plan• Represent OPCC at external events and ensure recommendations and actions are communicated• Maintain an understanding of emerging national policy and the operating environment• Act as lead officer Humber wide for one of the specific areas of business as determined by the Communities and Engagement Manager (Restorative Justice, Domestic Abuse, Reducing Re-offending, Victims)• Perform such other duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility• Ensuring that relevant business area operates efficiently and effectively working closely with OPCC colleagues as appropriate	<ul style="list-style-type: none">• Local Partners• Staff within OPCC
<p>Organisation - draft</p>	



Reports to		Direct Reports
Communities and Engagement Manager		
Prepared by: Rachel Cook Date: 30 December 2016	Confirmed by: Date:	Received by: Date:

Additional Essential and Desirable Requirements

Essential	Desirable
Degree or equivalent level education or other relevant professional experience	Knowledge of community safety operating environment
Live within Humber area or daily commuting distance or willing to commit to doing so within agreed timeframe if successful	Knowledge of Criminal Justice Partners and Humber network
Experience of developing and managing excellent operational and strategic partnerships with the public, private and third sector	
Knowledge of policy and strategies that would affect the work of the OPCC	
Ability to work independently and as part of a team	
Use of own transport for travel throughout Humberside area and willingness to hot desk at agreed partner locations	
High level of communication skills, able to confidently present and network effectively	