

Role Purpose

(This section summarises the key function of the role)

Special Constables work on a voluntary basis at the front-line of policing and the criminal justice system. They work in partnership on a day-to-day basis with local communities, stakeholders and colleagues to promote law and order, reduce the fear of crime, provide reassurance and build confidence to improve the quality of life for citizens. A Special Constable carries the same legal powers as a Police Constable, and is developing their decision-making skills and capability to work autonomously by working under the supervision of a Regular Officer, or a Special Constable who has achieved Independent Patrol status. Special Constables are required to meet and maintain the highest professional standards required of their role, by conducting all actions in a legal, balanced, proportionate and justifiable manner to uphold the law and achieve the best outcomes in a wide range of situations/incidents.

Key Accountabilities

(This section details the key responsibilities required of the role)

These accountabilities are carried out under the supervision of a Regular Officer, or a Special Constable who has achieved Independent Patrol status, whilst the individual builds a portfolio of evidence toward achieving Independent Patrol status:

- Maintain a Personal Learning Portfolio to record evidence to support the assessment of personal competence and progress toward achievement of Independent Patrol Status
- Provide appropriate initial and ongoing frontline response to a wide range of incidents that include complex and confrontational situations, assessing immediate risk, threat and harm to determine a proportionate response in line with the law, policy and guidance.
- Assist police colleagues in establishing and implementing effective localised partnerships to problem solve, engage with, reassure and support organisations, groups and individuals across communities in line with the Force's planned approach.
- Effectively engage with victims, witnesses, suspects and the vulnerable, in accordance with equality, diversity and human rights considerations, to provide initial support, direct towards relevant services, establish relationships and gather information that prevents and reduces crimes.
- Maintain awareness of potential and actual risks to individuals, taking appropriate action to protect and support those in need of public Make an effective contribution to investigations as requested in line with the standards of investigation to inform the development of high-quality casefiles and initiation of criminal justice proceedings.
- Gather and handle information, intelligence, and evidence, from a variety of sources, in line with legislation, policies and guidance, taking the appropriate action to support investigations, law enforcement and criminal justice proceedings.

Special Constable Role Profile

- Interview victims, witnesses and suspects in relation to appropriate crimes and investigations, to gather information that has the potential to support law enforcement objectives.
- Conduct first line analysis of information, intelligence and evidence to determine significance, generate lines of enquiry, inform decision making and support evidence-based policing.
- Justify and professionally account for actions to ensure adherence to legal frameworks and key working principles, policies and guidance.
- Identify opportunities for and support the exploration of new ways of working and innovation in policing, applying critical thinking and problem-solving methodologies to identify solutions to problems in line with evidence-based practice within area of work.
- Support the implementation of problem solving and evidence-based policing initiatives by applying relevant methodologies and approaches to area of work.

Behaviours

(Outlines the behavioural requirements of the role)

All roles are expected to know, understand and act within the ethics and values of the Police Service.

The Competency and Values Framework (CVF) has six competencies and 3 values. Under each competency are three levels that show what behaviours will look like in practice.

It is suggested that this role should be operating or working towards Level 1: Practitioner.

