



Heddlu Police

DYFED-POWYS

Diogelu ein cymunedau, gyda'n gilydd Safeguarding our communities, together

Information pack for the post of:

SUPERINTENDENT

DYFED-POWYS POLICE

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Recruitment Information Pack Content

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Message from the Chief Constable for Dyfed-Powys

As Chief Constable I am very pleased to be recruiting a Superintendent on behalf on the communities of Carmarthenshire, Ceredigion, Pembrokeshire and Powys. This is an exciting opportunity for the right individual to join a forward-thinking team, work closely with colleagues from the other three Welsh police forces, and make a real difference to policing and to the public in mid and west Wales.

Applications are invited from substantive Superintendents and substantive Chief Inspectors with a minimum of 12 months serving in rank, seeking promotion.

Dyfed-Powys is the largest geographical police force area in England and Wales. Covering 53% of the land area of Wales, it is a beautiful, sparsely populated area which in itself presents unique policing challenges. A migrant workforce and tourism create seasonal fluctuations in population and although we have amongst the lowest crime levels in England and Wales, our rural communities can at times feel isolated, with limited access to services.

The position of Superintendent comes with considerable responsibility. With energy and ability to lead and inspire, you will have a proven track record of delivering results. I am looking for an inspirational, visionary and courageous leader who will visibly engage with their workforce, partners and local communities. You will need to demonstrate how your skills and abilities can deliver creative policing approaches sensitive to our communities, recognising the cultural and linguistic differences of the area. You will build a strong team who will be trusted, professional and selfless in their duty to safeguard our communities.

Dyfed-Powys Police has a proud and committed workforce and a first-class reputation for tackling crime. We, as a force, are a firmly embedded and integral part of the communities that we are privileged to serve. This unique relationship is of paramount importance. It is my firm belief that the public must remain at the heart of everything we do and every decision we make.

I look forward to hearing from you.

Dr Richard Lewis

Chief Constable

ROLE PROFILE – SUPERINTENDENT

JOB FAMILY – SUPERINTENDENT

Rank: Superintendent	Department:
Location: Headquarters, Territorial	Security Vetting: MV/SC

Role Purpose

To lead a large and/or complex area of command within forces and across collaborations, strategic alliances and partnerships, carrying responsibility for all activities in their area. They may also carry responsibility for strategic or policy lead for one or more areas of policing across the force or organisation.

This role will also play a critical lead role in operational policing for major or critical events or incidents; planning and directing the activities in line with the legal framework and wider policing policies/objectives to uphold the law and ensure public safety and strengthen public confidence. This role carries specific legal powers to enable the maintenance of law and order.

This role will contribute to the development of culture, climate and working processes in their area to ensure adherence to standards, and the promotion of accountability and continuous improvement.

Key Accountabilities

Role Specific

1. To investigate, oversee and advise on operations requiring expertise.
2. To provide effective strategic leadership in response to critical incidents.
3. To formulate and direct strategic policy on matters relevant to the role on a force wide basis.
4. To deputise for the Chief Superintendent in their absence.
5. To develop and maintain professional working relationships with a range of relevant agencies to ensure that mutual problems can be resolved quickly and that a high standard of service and contact is established and maintained.

Role Generic

1. Lead the development and implementation of policy and strategy in own areas of responsibility, in line with force/organisational and national directives, and contribute to the development of force/national policy in order to ensure compliance with legal and operational requirements and ensure continuous service improvement and consistency of practice.
2. Influence the force/organisation planning process by developing resource and budget plans for their areas of responsibility, in line with force priorities, in order to enable delivery of the force's/organisation's policing plan.
3. Lead, motivate, engage, manage and develop a team of senior policing professionals and provide leadership across multiple areas of significant command/area of responsibility, protecting and promoting workforce wellbeing and professional standards to enable a high performing team.
4. Lead responses to major events and serious/complex investigations, setting strategic/tactical objectives and priorities, assessing and managing threats/risks and directing the deployment of resources to ensure an appropriate and effective response in line with legal and force requirements.
5. Fulfil the authorising responsibilities of superintending ranks and maintain operational oversight, holding accountability for compliant policing responses in order to achieve operational objectives and protect the public.
6. Lead, manage and co-ordinate the allocation of appropriate resources across multiple areas of significant command/area of responsibility, in line with force/ organisational priorities in order to meet demand and maximise the efficient use of resources.
7. Negotiate and control internal and external budgets within areas of responsibility and partnership arrangements, influencing budget allocation, in order to meet the force's/organisation's priorities and make financial savings where required to maximise value for money.
8. Lead and manage performance across multiple areas of significant command/responsibility, setting appropriate standards and address areas of organisational underperformance in order to deliver on force/organisational objectives.
9. Lead collaboration/strategic alliance across multiple areas of significant command, managing resources and capability within a complex collaboration arrangement with multiple stakeholders and organisational constraints, in order to drive resource efficiencies and consistency of service delivery.
10. Develop, manage and maintain strategic relationships with local and regional partners, effectively influencing and collaborating to enable the achievement of objectives for the force/area of command/responsibility to improve public safety and build trust and confidence in policing.

11. Develop and own the strategy for the force's/organisation's response in respect of an incident or investigation to the media, wider public and external stakeholders and represent the force/organisation to provide information, improve visibility and build confidence in policing. 12. Lead the assessment of future demands and emerging threats across multiple areas of significant command/area of responsibility, developing and adapting operational and workforce plans to ensure that these demands are effectively anticipated and met. 13. Lead the design and implementation of significant organisational change projects or programmes across multiple areas of significant command/area of responsibility, in order to drive continuous improvement to public safety and best practice in service delivery. 14. Comply with all Dyfed-Powys Police policies, procedures and processes.
Professional Registration / Licenses
Not applicable.
Prior Education
- Operational experience at Chief Inspector level - Met all necessary local and national promotion criteria
Continuous Professional Development
1. Maintain knowledge and understanding of Police Regulations and College of Policing Guidance, best practice and any local policy applicable to the operational police context and leading and managing teams. 2. Maintain knowledge and understanding of political, economic, social, technological, legal and environmental factors and developments to support and inform a pro-active and preventative approach to policing. 3. Maintain and update key knowledge, understanding and skills relating to legislation policy and practice across all functional policing areas of operational responsibility. 4. Maintain knowledge and understanding of new approaches to evidence based policing research and analysis synthesise these into working practice. 5. Role model continuing professional development, coach and/or mentor colleagues, leading by example by sharing learning and reflections to support the professionalisation of the police service 6. Maintain a working knowledge and understanding of new and evolving crime threats and priorities; and current best practice to tackle these in order to enable a pro-active and preventative approach. 7. Maintain commercial awareness and build financial acumen by working closely with partners and multi-agencies at a local and national level, wherever possible taking advantage of shadowing and/or secondment opportunities 8. Complete all annual and mandatory training. 9. Maintain knowledge and understanding of performance management process and ensure they are implemented effectively when managing teams.
Note: This role profile is provided to give post holders a broad outline of the job activities of this post. Dyfed-Powys Police may require other duties to be undertaken which are not necessarily specified on the role profile but which are commensurate with the rank. The role profile may be amended from time to time within the scope and level of responsibility relevant to this post.

Skills / Attainments [to be evidenced on application]		Application	Interview
Role Specific	1. Must be a Substantive Chief Inspector, having served at least 12 months in rank. (E)	X	
	2. Must have a balanced experience of policing in both an operational and administrative environment and have demonstrated good all round decision making and management skills. (E)	X	X
	3. Must have completed the Senior Investigating Officer Development Programme. (E)	X	
	4. Must have a sound knowledge of Standing Orders and prosecution procedures. (E)	X	
	5. Must demonstrate ability in managing the principles of the National Intelligence Model and relevant strategic experience to enable the management of the requirements of the Police and Crime Plan and HMICFRS improvement plans. (E)	X	
	6. Must be able to travel throughout the force area (E)	X	
Role Gene	7. Must be skilled in planning and objective setting to medium and long-term cycles, co-ordinating a complex range of activities and balancing competing needs. (E)	X	X
	8. Must be able to make operational and business decisions, applying appropriate	X	X

	frameworks, models and risk management processes and anticipating the implications of decisions. (E)		
9.	Must be able to allocate resources appropriately across the function and utilise commercial acumen to make risk-based decisions that deliver effective outcomes within the available budget. (E)	X	X
10.	Must be able to apply or devise specialised concepts and methods of analysis (or commission them from others), to clarify and/or solve complex problems. (E)	X	X
11.	Must be able to identify relevant potential opportunities/threats and assess the impact of events and trends to inform internal planning. (E)	X	X
12.	Must be skilled in developing and implementing evidence based policy. (E)	X	X
13.	Must be able to use a range of communication and influencing techniques and methods to successfully negotiate, collaborate and/or effect change. (E)	X	X
14.	Must be skilled in engaging a diverse range of stakeholders and enabling effective collaboration which draws upon a diverse range of skill sets. (E)	X	X
15.	Must be able to lead, develop and motivate a diverse team; creating strong engagement with the function's performance objectives and with Force values and behaviours. (E)	X	X
16.	Must be able to hold themselves, individuals and the wider team to account for performance and behaviours. (E)	X	X
17.	Must be skilled in coaching and mentoring to enable appropriate career and professional development (E)	X	X
18.	Must be able to drive cultural and operational change across a diverse team, creating a culture of innovation and creativity. (E)	X	X
19.	Must be able to operate with political astuteness, able to understand how to most effectively challenge the status quo. (E)	X	X
20.	Must have the ability to communicate through the medium of Welsh to Level 1 or be prepared to achieve this within 6 months of appointment (E) [Click here for the DPP Welsh Language requirements]	X	

KEY: (E) – Essential / **(D)** – Desirable

DETECTIVE SUPERINTENDENT JOB FAMILY – SUPERINTENDENT

Rank: Detective Superintendent	Department: CID
Location: Headquarters	Security Vetting: MV & SC

Role Purpose

To lead a large and/or complex area of command within forces and across collaborations, strategic alliances and partnerships, carrying responsibility for all activities in their area. They may also carry responsibility for strategic or policy lead for one or more areas of policing across the force or organisation.

This role will also play a critical lead role in operational policing for major or critical events or incidents; planning and directing the activities in line with the legal framework and wider policing policies/objectives to uphold the law and ensure public safety and strengthen public confidence. This role carries specific legal powers to enable the maintenance of law and order.

This role will contribute to the development of culture, climate and working processes in their area to ensure adherence to standards, and the promotion of accountability and continuous improvement.

Key Accountabilities

Role Specific

1. To investigate, oversee and advise on major crimes and operations requiring expertise.
2. To provide a strategic lead role in respect of major crime investigations, the protection of vulnerable people and specialist support functions.
3. To formulate and direct strategic policy on matters relevant to the role on a force wide basis.
4. To deputise for the Detective Chief Superintendent in their absence.
5. To develop and maintain professional working relationships with a range of relevant agencies to ensure that mutual problems can be resolved quickly and that a high standard of service and contact is established and maintained.

Role Generic

6. Lead the development and implementation of policy and strategy in own areas of responsibility, in line with force/organisational and national directives, and contribute to the development of force/national policy in order to ensure compliance with legal and operational requirements and ensure continuous service improvement and consistency of practice.
7. Develop resource and budget plans for their areas of responsibility, in line with force priorities, in order to enable delivery of the force or organisation's policing plan.
8. Lead, motivate, engage, manage and develop a team of policing professionals and provide leadership to a significant area of command/area of responsibility, protecting and promoting workforce wellbeing and professional standards to enable a high performing team.
9. Lead responses to major events and serious/complex investigations, setting strategic/tactical objectives and priorities, assessing and managing threats/risks and directing the deployment of resources to ensure an appropriate and effective response in line with legal and force requirements.
10. Fulfil the authorising responsibilities of superintending ranks and maintain operational oversight, holding accountability for compliant policing responses in order to achieve operational objectives and protect the public.
11. Lead, manage and co-ordinate the allocation of appropriate resources within a significant area of command/area of responsibility, in line with force/ organisational priorities in order to meet demand and maximise the efficient use of resources.
12. Negotiate and control internal and external budgets within areas of responsibility and partnership arrangements, influencing budget allocation, in order to meet the force or organisation's priorities and make financial savings where required to maximise value for money.
13. Lead and manage performance within a significant area of command/area of responsibility, to meet appropriate standards and address areas of organisational underperformance in order to deliver on force/organisational objectives.
14. Lead collaboration/strategic alliance with other forces/organisations, managing resources and capability within a complex collaboration arrangement with multiple stakeholders and organisational constraints, in order to drive resource efficiencies and consistency of service delivery.
15. Develop, manage and maintain strategic relationships with local and regional partners, effectively influencing and collaborating to enable the achievement of objectives for the force/their area of command/responsibility to improve public safety and build trust and confidence in policing.
16. Develop and own the strategy for the force's/organisation's response in respect of an incident or investigation to the media,

wider public and external stakeholders and represent the force/organisation to provide information, improve visibility and build confidence in policing. 17. Lead the assessment of future demands and emerging threats within own area of command/area of responsibility, developing and adapting operational and workforce plans to ensure that these demands are effectively anticipated and met. 18. Lead the design and implementation of significant organisational change projects or programmes within area of command/area of responsibility, in order to drive continuous improvement to public safety and best practice in service delivery. 19. Comply with Dyfed-Powys Police Policies on Staff Development, Development Assessment Profile (DAP), Equal Opportunities, Health & Safety, Management of Police Information, Data Protection and Information Security and act in accordance with Force Guidance documents and protocols.
Professional Registration / Licenses
Not applicable.
Prior Education
- Operation experience at Chief Inspector level - Met all necessary local and national promotion criteria
Continuous Professional Development
- Maintain currency of College of Policing Guidance, best practice and any local policy applicable to the operational police context and leading and managing teams. - Maintain knowledge and understanding of political, economic, social, technological, legal and environmental factors and developments to support and inform a pro-active and preventative approach to policing. - Maintain and update key knowledge, understanding and skills relating to legislation policy and practice across all functional policing areas of operational responsibility. - Maintain knowledge and understanding of new approaches to evidence based policing research and analysis synthesise these into working practice. - Maintain a working knowledge and understanding of new and evolving crime threats and priorities; and current best practice to tackle these in order to enable a pro-active and preventative approach. - Complete all annual and mandatory training. - Maintain knowledge and understanding of performance management process and ensure they are implemented effectively when managing teams.
Note: This role profile is provided to give post holders a broad outline of the job activities of this post. Dyfed-Powys Police may require other duties to be undertaken which are not necessarily specified on the role profile but which are commensurate with the rank. The role profile may be amended from time to time within the scope and level of responsibility relevant to this post.

Skills / Attainments [to be evidenced on application]		Application	Interview
Role Specific	1. Must be a Substantive Chief Inspector, having served at least 12 months in rank (E)	X	
	2. Must have proven investigative ability and experience required for investigations of complex, high profile and major crime. (E)	X	X
	3. Must have completed the Senior Investigating Officer Development Programme. (E)	X	X
	4. Must have a sound knowledge of Standing Orders and prosecution procedures. (E)	X	
	5. Must have previous criminal investigative experience as a Senior Investigating Officer. (E)		
	6. Must be able to travel throughout the force area (E)	X	
Role Generic	7. Must be skilled in planning and objective setting to medium and long-term cycles, co-ordinating a complex range of activities. (E)	X	X
	8. Must be able to make operational and business decisions, applying appropriate frameworks, models and risk management processes and anticipating the implications of decisions. (E)	X	X
	9. Must be able to allocate resources appropriately across the function and utilise commercial acumen to make risk-based decisions that deliver effective outcomes within the available budget. (E)	X	X
	10. Must be able to apply or devise specialised concepts and methods of analysis (or	X	X

	commission them from others), to clarify and/or solve complex problems. (E)		
	11. Must be able to identify relevant potential opportunities/threats and assess the impact of events and trends to inform internal planning. (E)	X	X
	12. Must be skilled in developing and implementing evidence based policy. (E)	X	X
	13. Must be able to use a range of communication and influencing techniques and methods to successfully negotiate, collaborate and/or effect change. (E)	X	X
	14. Must be skilled in engaging a diverse range of stakeholders and enabling effective collaboration which draws upon a diverse range of skill sets. (E)	X	X
	15. Must be able to lead, develop and motivate a diverse team; creating strong engagement with the function's performance objectives and with Force values and behaviours. (E)	X	X
	16. Must be able to hold themselves, individuals and the wider team to account for performance and behaviours. (E)	X	X
	17. Must be skilled in coaching and mentoring to enable appropriate career and professional development (E)	X	X
	18. Must be able to drive cultural and operational change across a diverse team, creating a culture of innovation and creativity. (E)	X	X
	19. Must be able to operate with political astuteness, able to understand how to most effectively challenge the status quo. (E)	X	X
	20. Must have the ability to communicate through the medium of Welsh to Level 1 or be prepared to achieve this within 6 months of appointment (E) [Click here for the DPP Welsh Language requirements]	X	

KEY: (E) – Essential / (D) – Desirable

Competency and Values Framework (CVF)

The post holder will be assessed on the following competencies in line with the Competency and Values Framework (CVF):

Competency One – We are emotionally aware

- I seek to understand the longer-term reasons for organisational behaviour. This enables me to adapt and change organisational cultures when appropriate
- I actively ensure a supportive organisational culture that recognises and values diversity and wellbeing and challenges intolerance.
- I understand internal and external politics and I am able to wield influence effectively, tailoring my actions to achieve the impact needed.
- I am able to see things from a variety of perspectives and I use this knowledge to challenge my own thinking, values and assumptions.
- I ensure that all perspectives inform decision making and communicate the reasons behind decisions in a way that is clear and compelling

Competency Two – We take ownership

- I act as a role model, and enable the organisation to use instances when things go wrong as an opportunity to learn rather than blame.
- I foster a culture of personal responsibility, encouraging and supporting others to make their own decisions and take ownership of their activities.
- I define and enforce the standards and processes that will help this to happen.
- I put in place measures that will allow others to take responsibility effectively when I delegate decision making, and at the same time I help them to improve their performance.
- I create the circumstances (culture and process) that will enable people to undertake development opportunities and improve their performance.
- I take an organisation-wide view, acknowledging where improvements can be made and taking responsibility for making these happen.

Competency Three – We are collaborative

- I am politically aware and I understand formal and informal politics at the national level and what this means for our partners. This allows me to create long-term links and work effectively within decision-making structures.
- I remove practical barriers to collaboration to enable others to take practical steps in building relationships outside the organisation and in other sectors (public, not for profit, and private).
- I take the lead in partnerships when appropriate and set the way in which partner organisations from all sectors interact with the police. This allows the police to play a major role in the delivery of services to communities.
- I create an environment where partnership working flourishes and creates tangible benefits for all.

Competency Four - We deliver, support and inspire

- I challenge myself and others to bear in mind the police service's vision to provide the best possible service in every decision made.
- I communicate how the overall vision links to specific plans and objectives so that people are motivated and clearly understand our goals.
- I ensure that everyone understands their role in helping the police service to achieve this vision.
- I anticipate and identify organisational barriers that stop the police service from meeting its goals, by putting in place contingencies or removing these.
- I monitor changes in the external environment, taking actions to influence where possible to ensure positive outcomes.
- I demonstrate long-term strategic thinking, going beyond personal goals and considering how the police service operates in the broader societal and economic environment.
- I ensure that my decisions balance the needs of my own force/unit with those of the wider police service and external partners.
- I motivate and inspire others to deliver challenging goals.

Competency Five – We analyse critically

- I balance risks, costs and benefits associated with decisions, thinking about the wider impact and how actions are seen in that context. I think through 'what if' scenarios.
- I use discretion wisely in making decisions, knowing when the 'tried and tested' is not always the most appropriate and being willing to challenge the status quo when beneficial.
- I seek to identify the key reasons or incidents behind issues, even in ambiguous or unclear situations.
- I use my knowledge of the wider external environment and long-term situations to inform effective decision making.
- I acknowledge that some decisions may represent a significant change. I think about the best way to introduce such decisions and win support.

Competency Six – We are innovative and open minded

- I implement, test and communicate new and far-reaching ways of working that can radically change our organisational cultures, attitudes and performance.
- I provide space and encouragement to help others stand back from day-to-day activities, in order to review their direction, approach and how they fundamentally see their role in policing. This helps them to adopt fresh perspectives and identify improvements.
- I work to create an innovative learning culture, recognising and promoting innovative activities.
- I lead, test and implement new, complex and creative initiatives that involve multiple stakeholders, create significant impact and drive innovation outside of my immediate sphere.
- I carry accountability for ensuring that the police service remains up to date and at the forefront of global policing.

TERMS AND CONDITIONS OF APPOINTMENT

Working hours

The post holder will be paid on a monthly basis for 40 hours per week. However, the post holder will also work on call rota as part of Gold Commander duties expected of the role.

The role will require attendance at major incidents or other operational events at short notice. Evening and weekend working will also be required including attending meetings and events during these times.

Medical Examination

The successful candidate will be required to complete a medical questionnaire and will be required to undertake a medical examination.

Appointment will be subject to successful satisfactory completion of a medical examination.

Salary

The position will attract a salary of **£77,121 to £90,717**.

Whole time service

The successful candidate will be required to devote his/her whole-time service to fulfilling the duties of the office of Chief Superintendent and shall not take up any other additional appointment or undertake a business interest without the prior written consent of the Chief Constable.

Holidays

The post holder is entitled to leave in accordance with Police Regulations.

Benefits

- a). The Superintendent will comply with Regulation 35 of the Police Regulations 2003 in respect of relocation expenses.
- b). As a Superintendent, a Force Car Scheme is currently in place which provides you with a vehicle appropriate for the Force's business. All cost for fuel for private mileage will be borne by the individual to whom the vehicle is allocated.
- c). If applicable, the post holder will also receive the Housing allowance.

Relocation

A relocation package will be made available to the successful candidate, where appropriate. Candidates need to be aware that Her Majesty's Revenue and Customs (HMRC) treat such payments as a taxable benefit, which will be the responsibility of the individual officer.

Security clearance

The successful applicant will be appointed subject to obtaining security clearance at MV(/SC(Management Vetting/Security Vetting) level.

References

Two references will be obtained once the assessment process is complete and the successful applicant is identified.

Other conditions

This post will be offered in accordance with the Police Regulations and any other Laws, Regulations or requirements in force. Dyfed-Powys Police is an equal opportunities employer and welcomes applications from under-represented groups and Welsh speakers.

RECRUITMENT PROCESS

The closing date for applications is 12midday, on Friday, 1st March 2024. No applications will be accepted after the closing date. Candidates will be shortlisted on the basis of the written application on 6th March 2024.

We are holding a familiarisation event for all shortlisted candidates on **Monday, 18th March 2024** at Dyfed-Powys Police Headquarters, Llangunnor, Carmarthenshire.

Interviews will take place on **Tuesday, 26th March 2024** at Dyfed-Powys Police Headquarters.

Applicants must also disclose any outstanding criminal convictions, investigations or disciplinary proceedings being carried out in relation to their conduct. In addition, applicants are required to disclose previous disciplinary offences that have not been expunged.

Equality and diversity

A fundamental requirement is that the appointments process promotes, demonstrates, and upholds equality of opportunity and treatment to all applicants. We are committed to appointing on merit, in a way that is fair and open.

Membership of the Selection Panel for appointment

The panel will include Chief Constable, Dr Richard Lewis, Assistant Chief Constable, Ifan Charles, Linda Williams, Director of People and OD and Detective Chief Superintendent Gary Phillips. A representative from the Superintendent's Association will also be invited to attend.

How your application for the post of Superintendent will be handled following receipt.

The application will be assessed by the Selection Panel on the evidence provided to assess if you have the necessary skills, knowledge and experience required for the position. The Selection Panel will determine whether you progress to the interview stage.

All applicants who are not selected for the next stage of assessment will be advised of the outcome of their applications in writing. Feedback can be requested by any applicant who is not selected for interview. Feedback will be based on the assessment of your merit in relation to the skills, knowledge and experience required.

Interviews – reimbursement of expenses

External candidates can claim for reasonable expenses incurred in attending for interview. It is expected that the most efficient and economic means of travel will be used, and reimbursement will normally be restricted to that amount. When an overnight stay is necessary, this can be arranged, and the details will be included in the invitation to interview.

What will happen at the interview?

Further details will be provided to candidates who are shortlisted by the Selection Panel.

What will happen following the interview?

The Selection Panel will make its decision on the basis of the evidence presented by candidates. The Force will then proceed with security clearance to Management Vetting (MV) and Security Vetting (SV) level, if required. We will also conduct the medical clearance procedure and obtain your two references. An appointment is subject to satisfactory completion of these.

All applicants will be advised of the outcome of the appointments process in writing.