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| C:\Users\p192845\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\BHFXP2O8\Forensic logo final 1 (003).jpg | Regional Technical Manager |

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| **Job Family**  | Investigator |
| **Sub Group**  | Forensics |
| **Level**  | Technical Lead |
| **Code**  | FCIN-RP-RTM |
| **Pay Grade / Range** | Police Sergeant or POC £41,718 - £44,928 |
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| **Role Purpose** |
| This section summarises the key function of the role |
| The role of the Forensic Collision Investigation Network (FCIN) Regional Technical Manager (RTM), is to engage at functional level with forces, ensuring service delivery is maintained and the electronic Quality Management System (eQMS) is implemented and upheld. The post holder will form part of the FCIN team, responsible for developing and strengthening the network; they will support the FCIN Regional Manager. Initially, as part of the Transition Team, they will lead forces through the stages of transition, to achieve accredited member status in to ’business as usual’. Post transition, to implement and maintain quality and standards, ISO compliance and performance of forces’ Forensic Collision Investigation resources; relevant to the established service level agreement and Standard Operating Procedures (SOPs). |
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| **Position In The Organisation** |
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| **People who work directly for this role** |
| Force FCIB staff will remain employed by their home Force, however whilst undertaking and discharging accredited activities, they will be controlled and governed by the Regional Manager and Regional Technical Managers to ensure adherence to the SOPs, eQMS and Training and Competency Framework. Regional Managers will provide a supportive function to Force Structural Leads, providing input and guidance as required, to assist them with relevant local processes.Close contact must be maintained with FCIN Regional Technical Managers, the FCIN Quality Manager, FCIN Performance and Standards Manager, Force’s Structural Leads and FCIB Supervisor. |

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| **Key Accountabilities** |
| This section details the key responsibilities required of the role |
| Reporting to the FCIN Performance & Standards Manager and by engaging at functional level, with FCIN staff and with member forces of the network:-* Maintain a high standard of technical competence in Forensic Collision Investigation and ensure innovative methods and practices are identified and employed within the FCIN.
* Ensure FCI’s at FCIBs who are members of the FCIN adhere to the eQMS and associated procedures.
* Maintain a high level of knowledge and understanding of International and National standards providing professional advice on ISO, UKAS, ILAC and FSR standards, regulations and associated requirements. Review, interpret and integrate the requirements of new ISO, UKAS, ILAC and FSR publications into the eQMS; advising the FCIN’s SLT on the most effective and efficient approach to address new requirements.
* Assist the QM with the implementation of the eQMS and assist in the training of others in all aspects of the eQMS and application of procedures including the training of sufficient internal auditors.
* Successfully undertake training and obtain a Level 3 Award in Assessing Competence in the Work Environment. Participate, as an assessor in assessing competency of FCIs operating under the FCIN’s accreditation.
* Enable the FCIN, through the application of the eQMS, to fulfil the goals of continual improvement, good professional practice and appropriate levels of quality in all its forensic activities.
* Represent the FCIN at a regional and national level, maintaining awareness of national & international developments in quality standards regulations.
* Support and liaise with the FCIN’s SLT, providing specialist advice and guidance on all matters relating to quality and gaining and maintaining accreditation. Act as the regional lead and direct FCIBs within the FCIN on quality and accreditation, in order to maintain compliance.
* Liaise with the FCIN’s Regional Managers, identifying any specific needs or common requirements, jointly reviewing complete processes and providing advice and guidance as required, referring as necessary to the FCIN Performance and Standards Manager, FCIN Regional Managers and forces’ Deputy Technical Managers, to ensure that overall compliance with requirements is achieved and maintained.
* Participate, as required, in the critical findings and peer review process for FCIB reports.
* Monitor the implementation and maintenance of relevant quality standards across the whole FCIN participating in regular quality review meetings. Providing support to forces in order to implement quality assurance and quality improvement initiatives.
* Lead, undertake and/or schedule internal audits, providing feedback, recommendations and options where applicable, identifying non-conformance, the root cause and the implementation of remedial actions, reporting to the FCIN Performance and Standards Manager when action is/has been required in respect of any aspect of failure in quality standards.
* Attain a Level 3 Award in Assessing Competence in the Work Environment and participate, as a technical assessor, in competency assessment of FCIs.
* Provide guidance to FCIB’s Deputy Technical Managers in internal audit matters, scheduling activities which are required to safeguard full compliance with quality and technical standards across the FCIN, ensuring the timely attainment and continuance of these quality standards.
* In conjunction with the FCIN Regional Manager, investigate, manage and resolve non conformities in line with FCIN policy. Proactively seek improvements to service delivery and maintain a cycle of continuous internal review and improvement.
* Assist with the development of all new or amended documents in the eQMS before circulation.
* Participate in the review and update of all related documentation, working practices and procedures, in order to ensure full compliance. Keep up to date with technical developments within the field of Forensic Collision Investigation.
* Together with the FCIN Performance and Standards Manager, research the provision of new and replacement equipment and techniques.
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| **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 that are clustered into three groups. 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 the following levels: |
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| **Resolute, compassionate and committed** |
| We are emotionally aware | Level 2 |
| We take ownership | Level 2 |
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| **Inclusive, enabling and visionary leadership** |
| We are collaborative | Level 2 |
| We deliver, support and inspire  | Level 2 |
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| **Intelligent, creative and informed policing** |
| We analyse critically | Level 2 |
| We are innovative and open-minded | Level 2 |

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| **Education, Qualifications, Skills, and Experience** |
| Outlines the skills and educational and qualification requirements to be able to fulfil the role |
| **Prior education and experience:*** To hold either a City and Guilds in Forensic Collison Investigation/Accident Investigation certificate for Police Officers, a SQA in Forensic Collison Investigation and successfully complete an appropriate statistics course, recognised by De Montfort University or a UCPD in Forensic Road Collision Investigation and to be qualified or to have commenced the BSc (Hons) in Forensic Road Collision Investigation by 2025.
* Experience of managing/co-ordinating the forensic response to forensic collision investigation is desirable but not essential.
* Reasonable level of knowledge of the practical application of forensic science.
* Demonstrable experience in managing projects and performance.
* Demonstrable experience of negotiating and communicating at a functional level.
* Previous experience in quality service management and continuous improvement is desirable.
* Hold, or be prepared to attain a Professional Certificate in Management or equivalent.

**Skills:*** Excellent communication, presentational and interpersonal skills are essential for the role-holder to be effective. The post holder will need to have credibility and the confidence of both the FCIN’s and forces’ SLTs, to influence developments over a range of quality management activities.
* The post holder will have a working knowledge of Health and Safety requirements related to this environment and have the ability to apply this knowledge practically in the workplace, in order to support the attainment of accreditation.
* The post holder must have experience of performance reporting requirements and the ability to recommend developments in the reporting mechanisms.
* The post holder will the skills and ability to co-ordinate and motivate a cohort of internal auditing staff across the FCIN, in respect of achieving and maintaining quality standards. In addition they should also be able to support, train and coach officers and staff in relation to all aspects of accreditation activity.
* A methodical and thorough approach to work is essential, with the ability to prioritise workload demands as required and excellent verbal and written communication skills are essential, including report writing and presentations.
* The post holder must be confident and professional, with the ability to influence and negotiate with managers and staff, engage with senior managers and external assessors in order to achieve the required standards within the required deadlines.
* IT skills are essential, including a comprehensive working knowledge of Microsoft Office products.
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| **Continuing Professional Development (CPD)** |
| Outlines continuing professional development activities which will enable the individual to maintain and enhance competence in the role |
| * Keep up to date with new approaches to evidence-based policing within the forensics/ investigation field.
* Keep up to date with new technological approaches within the forensic investigation field including digital forensic options.
* Maintain a working knowledge of how technological advances may be utilised within Forensic Investigation.
* Complete all annual and mandatory training.
* Keep up to date with College of Policing National Guidance relevant to your core duties.
* Ongoing development of people management and welfare skills.
* Achieve a minimum 25 hours of CPD annually.
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| **Professional Registration/Licences** |
| Outlines any ongoing registration or licensing requirements of the role |
| * Attain Chartered Forensic Practitioner status from either the Chartered Society of Forensic Sciences or the Institute of Traffic Accident Investigators.
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| **Links to other profiles** |
| Indicates links to NPCC role profiles, or other professional profiles which should be read in conjunction with this professional profile, please note this may not be exhaustive |
| * Head of FCIN
* Performance and Standards Manager
* Regional Manager
* Forensic Collision Unit Supervisor
* Forensic Collision Investigator
* Forensic Vehicle Specialist
* Quality Support Officer
* Administrative Support
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| Profile Title |
| Designer Name |  | Subject Matter Experts Consulted |
| Duncan Thurlwell | Forensic Collision Investigation Network Expert Network Group | Yes |
| Equalities Act 2000 Check | Checked by | Further action required |
| Yes / No |  |  |
|  |
| Review stage |
| Date | Sent to | Feedback received | Action taken  |
| 14/01/2020 | Expert Network Group | Order of accountabilities questioned | Slightly amended |
| 29/01/2020 |  |  | Added assessor training requirements. |
| 11/03/2020 | FS |  | Changed governance and nomenclature |
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| Head of FCIN sign off |
| Date | Name | Additional Comments |
| 11/03/20 | Frances Senior | none |
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| NPCC Lead sign off |
| Date | NPCC Lead Name | Additional Comments |
|  | Sacha Hatchett |  |