

NOTTINGHAMSHIRE POLICE

JOB DESCRIPTION

Job title: Constable

Department/Location: Operational Support – Dog Section

Responsible to: Sergeant

Date: January 2009

JOB PURPOSE

To discharge all of the responsibilities of a Police Constable with particular reference to those pertaining to the Dog Section.

PRINCIPAL ACCOUNTABILITIES

1.	To participate in the Force PDR process and take responsibility for identifying your own professional and career development needs.
2.	Undertake the twenty-four hour care of an Operational Police Dog.
3.	To train and maintain to the required standards, and to re-licence annually to ACPO directives, the abilities of a Police Dog.
4.	Provide a specialist application of mobile patrols in a response mode.
5.	Provide a specialist application of foot patrols.
6.	Conduct searches in criminal enquiries, for missing persons and property.
7.	Effects arrests by use of specialist dog handling skills.
8.	To perform effectively as a "running criminal" or similar associated training techniques when training general purpose police dogs.
9.	Specialist duties in support of firearm, drug and explosive commitments, and be prepared to handle a specialist search dog.
10.	Public order duties ensuring the policing of the majority of football matches held within the county involving Nottingham Forest, Notts County and Mansfield Town Football Clubs.
11.	Offering advice to Divisions on matters concerning dogs in general.

12.	To be prepared, when on medical grounds or otherwise in anticipation of the future retirement of the current operational police dog, to be given the added responsibility of handling a puppy for running on prior to a further Initial Dog Course, subject to any tenure policy.
13.	Participation in Working Dog Trials and Regional Police Dog Trials.
14.	Attend any necessary courses.
15.	Undertake any other duties, which may reasonably be regarding as within the nature of the duties and responsibilities of the post as defined. (Subject to the proviso that changes of a permanent nature will normally be incorporated into the Job Description in specific terms).
16.	To be committed to provide a quality service externally and strive to improve police/community relations and trust.

DIMENSIONS

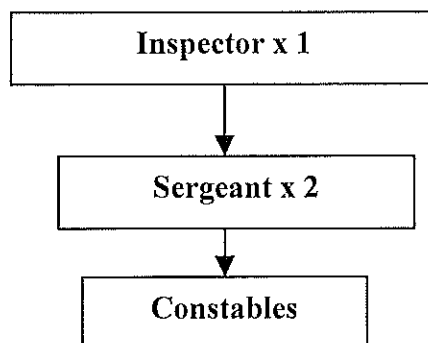
Financial: Not Applicable

Staff: Not Applicable

Sphere of activity: Officer will work on 1 of 5 sections providing 24/7 dog cover to the force. They will provide permanent care of their Police Dog(s) and be responsible together with the Training Officers for the maintenance of dog, and handling skills.

Other:

ORGANISATIONAL/DEPARTMENTAL CHART



ACCOUNTABILITY

Prepared by _____ (Post)

Signature _____ Date _____

NOTTINGHAMSHIRE POLICE

PERSON SPECIFICATION

Job Title: Constable
Department/Location: OS – Dog Section
Date: January 2009

CRITERIA	METHOD OF ASSESSMENT
KNOWLEDGE AND EXPERIENCE <ul style="list-style-type: none">❖ Must have completed probationary period.❖ Must have experience in policing public order situations.❖ Must have knowledge or experience of policing firearms incidents in line with Force Policy.❖ Must be able to understand and exercise the use of force within legal limitations. Must be able to recognise where the use of physical force may not be the correct course of action due to prevailing conditions.	Application App & Interview App & Interview App & interview
SKILLS AND ABILITIES <ul style="list-style-type: none">❖ Must have experience of handling a dog or the willingness and ability to learn to handle a dog.❖ Must be both willing and able to keep up to date with professional knowledge, specialist dog-related matters of both local and national interest, legislation decided cases, Force procedures and other matters which may be of assistance.❖ Must be able to deal with several tasks at once, prioritising and updating as conditions demand.	Pre-Selection/Initial Course App & Interview Application/Pre Selection/Interview

<ul style="list-style-type: none"> ❖ Must be able to remain calm during times of stress, anticipate problems and take appropriate action to resolve them. ❖ Must be able to display perseverance in pursuing enquiries. ❖ Must be self-motivated and able to work under the minimum of supervision accepting full responsibilities for actions. ❖ Must be able to take responsibility in operational situations and assume responsibility for these actions, taking control in a positive and decisive manner, being assertive where necessary. ❖ Must be diplomatic with people in delicate, frustrating and tense situations but be able to be explicit and frank when the situation demands, taking into account the effect of your own manners on others. ❖ Must possess good listening and communication skills, demonstrating the ability to assess situations and give explicit directions to others. 	<p>Application/ Pre Selection/Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Application & Interview</p> <p>Application/Interview</p> <p>App , Interview and Pre-selection</p>
<p>EDUCATION/QUALIFICATION</p> <ul style="list-style-type: none"> ❖ Must successfully complete an Initial Dog Training Course. ❖ Must have a full driving licence and have unrestricted use of a motor vehicle suitable for the carriage of Police Dogs <u>and</u> which will be used in accordance with Force Policy and ensure it is insured for business use. ❖ Must be capable of successfully completing the approved fitness test and maintaining the required standard thereafter. 	<p>Initial Course</p> <p>Application</p> <p>Fitness Test</p>

<ul style="list-style-type: none"> ❖ Must have advanced authority to drive police vehicles or be capable of successfully passing an Advanced Driving Course. 	Application/Test/Course
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<p>OTHER</p> <ul style="list-style-type: none"> ❖ Must be able to care for, on a 24-hour basis, and train an operational Police Dog. ❖ Must reside in premises suitable to contain within the garden a kennel and run (provided). ❖ Must be willing to work additional unsocial hours, particularly evening shifts and weekends and be flexible in relation to changes in shift patterns. ❖ Must be able to work in dangerous situations and those, which may be dirty, uncomfortable and exposed to inclement weather. ❖ Must be prepared to be inoculated against infections/contagious diseases prevalent in the role of working with Police Dogs. ❖ Must be committed to Equal Opportunities and possess a positive and sensitive approach to police/community relations. 	<p>Interview</p> <p>App & Interview</p> <p>Interview</p> <p>Pre-Selection/Interview</p> <p>Medical</p> <p>Interview</p>
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ACCOUNTABILITY

Prepared by _____
(Post)

Signature _____ Date _____