

Job Description

Job descriptions should be no more than four pages when complete. **Where you are amending an existing job description you must make the changes using Track Changes.**

Job descriptions must be accurate and created before the recruitment process.

A Post Details	
Job Title: Crime Prevention & Review Advisor	Grade: A006
Department c2c EPSA Tasking Team (based at BTP Benfleet)	Division: B
Reports to: PS 7229 Bibby	Contract type: Permanent
Level of Vetting: Recruit Vetting	Numbers in Post: 1
Welsh language required No	
B Purpose of the Post	
<p>To support the British Transport Police Strategic Plan by delivering crime overview in order to assist in reducing crime occurring on the railway, to reduce disruption to the railway network and to increase passenger confidence across the transport network.</p> <p>To provide a direct link to the BTP Design Out Crime Unit (DOCU)</p> <p>To actively participate in information sharing crime / safeguarding meetings that impact on the c2c line of route.</p> <p>To ensure that crime prevention advice is provided to industry partners and stakeholders with close focus on high harm crimes especially c2c staff assaults</p> <p>To provide crime reduction advice to ensure that the risk of becoming a victim of crime on the rail transport network is reduced or prevented.</p> <p>To support the EPSA c2c Tasking Team Sgt in delivering a bespoke high quality policing service for the c2c rail company.</p> <p>To provide a crime reduction response to repeat victim or vulnerable victim crime categories.</p>	
C Dimensions of the Post	
No staff or financial responsibility	
D Principal Accountabilities	
<p>Proactively support and promote the development and implementation of crime reduction activities through collaboration with the DOCU.</p> <p>Where appropriate, liaise with Network Rail, Train Operating Companies, Government agencies, London Underground Ltd, Transport for London, statutory and public bodies and their planners, to provide advice, guidance and promote the provision of crime reduction and prevention measures.</p>	

In support of reducing overall crime, develop and carry out community crime reduction activities and events. Market and advocate these services to Network Rail, Train Operating Companies, London Underground, Transport for London and other relevant stakeholders.

Research and prepare detailed reports and supporting media where appropriate, including surveys, briefing papers, meeting minutes and other responses to requests for information or advice from internal and external stakeholders or customers.

Work with the DOCU & industry partners to promote and manage the Secure Stations Scheme and Safer Parking Scheme. Share best practice to continuously strive to improve the safety and security of the railway environment for its customers and stakeholders.

Prepare and deliver presentations to relevant audiences and construction professionals within the railway industry to increase their awareness of crime prevention and reduction issues and solutions.

Maintain accurate records of work and recommendations in accordance with British Transport Police Crime Reduction Policy.

Promote and comply with the British Transport Police policies on equality and health and safety, both in the delivery of service and the treatment of others.

Be responsible for improving your performance by participating in the Performance and Development Review (PDR) process.

Carry out other such duties as required which are consistent with the nature, responsibilities, and grading of the post.

E Decision Making

Conduct risk assessments in order to provide proportionate responses and recommendations.

Provide authoritative advice to external stakeholders on crime prevention and reduction initiatives, strategies and tactics.

F Contact with Others

British Transport Police officers and staff at varying levels of rank and grade consistent with the role of the Crime Prevention & Community Engagement Advisor.

Other police forces and agencies, Network Rail, train and freight operating companies, other rail industry stakeholders, local authorities, government agencies and bodies, industry professionals.

G Essential Criteria

Qualifications and Training:

<p>Willing to undertake training in statement taking, NICHE file building, NICHE intel submissions, CCTV / BWV requests</p>
<p>Proven ability to negotiate, influence and develop strong working relationships both internally and externally.</p>
<p>Experience:</p>
<p>Proven ability to negotiate, influence and develop strong working relationships both internally and externally.</p>
<p>Skills:</p>
<p>Strong written and verbal communication skills, including the ability to deliver persuasive presentations to varied technical, professional and non-technical audiences.</p> <p>Ability to research, interpret, analyse complex information and to compile and provide succinct oral and written reports containing relevant recommendations.</p> <p>Good time management skills.</p> <p>Proven ability to work as part of a successful team, and the ability to work autonomously, without close supervision.</p> <p>Computer literate and proficient in MS Word, Excel and PowerPoint.</p>
<p>Knowledge:</p>
<p>Good understanding of diversity and the legislative requirements incumbent on a public sector body with regards to service provision and health and safety.</p> <p>An awareness of railway industry practices including role of Government and Local Authorities.</p> <p>Thorough knowledge of current legislation impacting on planning, community safety and designing out crime and Data Protection legislation.</p> <p>Good working knowledge of crime prevention methods, equipment, trends and security-related issues</p>
<p>Desirable criteria:</p>
<p>Formal qualifications in crime prevention and/or security risk assessment and research techniques.</p> <p>Knowledge of the National Intelligence Model.</p> <p>Previous experience in crime prevention and reduction, with a proven record of problem-solving and partnership working.</p> <p>A full driving licence is considered essential for this role</p>

H Additional Information

The postholder may be required to work occasional unsocial hours and to travel extensively during the course of their duty.

The postholder will be required to pass the relevant British Transport Police Track Safety and First Aid qualification consistent with role.

For Panel to complete only:

Panel Approval: Kiran Ajimal

Date:07/08/2024

Please submit with supporting documentation (organisational charts, job descriptions) via the [Hub](#)