

Role Profile Type: ASC - Regional - (Staff)  
Role Profiles: C9088 SO1 Performance Officer  
Published: Yes  
Superintendent Role: No  
Is Parent Role: No  
Parent Role:  
Description: To support the delivery of improved policing through the development and operation of performance improvement frameworks and undertaking specific performance improvement projects.

Main Responsibilities:

- To collate, process, and analyse performance data, using a variety of statistical techniques and computer applications, reporting findings to the Head of Department
- To develop the Region's performance information framework, ensuring it is accurate and relevant and to provide advice for the decision making processes.
- To assist in business and performance improvement by providing advice in relevant techniques, evaluation, research and problem solving
- To prepare performance measures and benchmarking for the department Senior Leadership Team to support staff development, strategic planning and national reporting requirements.
- Prepare analysis and reports for internal/external inspections and audits
- Work collaboratively with other departments to support the implementation of regional projects

Rank\Scale: SO1  
Reports To: C9150 Regional Change and Project Manager  
Supervisory Responsibility: None

Additional Information: Avon and Somerset Constabulary are committed to the principles of Equal Opportunities for all and welcome applications from minority groups including disabled people.

#### **Reasonable adjustments**

Following consideration, reasonable adjustments will be implemented to enable disabled staff covered by the provisions of the Equality Act to undertake the core duties and responsibilities of a post in line with the Equality and Human Rights Commission (EHRC) guidance and code of practice on employment.

#### **Additional Responsibilities:**

You may be required to perform other duties which are not necessarily specified on the role profile, but which are commensurate with the responsibilities of the role holder.

#### **Security Vetting:**

It is the policy of the Avon & Somerset Constabulary to conduct security checks on all

staff in line with the National Vetting Policy.

Experience and Qualifications:

The post holder will have proven experience of preparing, analysing, and presenting performance data and of producing written reports of a qualitative and quantitative nature. Previous experience of analysing large volumes of information /data is essential to the role.

Demonstrating excellent verbal and written communication skills, they will have strong presentation skills including the use of Microsoft PowerPoint and be proficient to an advanced level in Microsoft office software in particular Excel.

The post holder will be self-motivated with the ability to work on own initiative and as part of a team, have the ability to work under pressure with demanding workloads and deadlines and be able to convey technical information in a clear and concise manner

Being qualified to Degree level or equivalent, preferable with a scientific, statistical or analytical bias, experience of planning, project management and/or business improvement work and of building and maintaining internal and external partnerships are desirable, whilst experience of ISO auditing would also be advantageous.

You will travel around the Region by car or other transport as required.

All successful applicants will be required to submit themselves for drug testing in line with employing Force's Drug Policies.

Please note that, due to the nature of security checks undertaken, applicants must have 3 years' continuous residency in the UK up to the date of the application and Home Office approval for indefinite leave to remain within the UK.

This post has been designated as requiring the following vetting levels in accordance with the 'Vetting Code of Practice' and the 'Authorised Professional Practice on Vetting' - Police Management Vetting (MV) And National Security Vetting - Security Clearance Level (SC).