



Role Title:	Foreign National Offender (FNO) Intelligence Coordinator	Rank / Grade:	Scale 6
The FNO Intelligence Coordinator is the first point of contact for all operational matters surrounding tackling foreign national offenders. They will receive requests for foreign national criminal conviction information from any internal investigation and will be required to submit the requests to the relevant external forces or partner agencies. The role also focuses on developing processes, building relationships and working to Force and National Standards.			
Vetting (level):	SC – Security Vetting	Psychological Screening:	No
Location:	Mottisfont Court, Winchester (with the flexibility of non-contractual hybrid working once training is completed)	Travel Required:	No
Suitability for restrictions:	N/A	Position Type:	Full-time and permanent
Conditions:	None	Responsible to	Serious Organised Crime (SOC) Intelligence Manager

Key accountabilities (an indication of the responsibilities and activities expected in the role)

1. To act as the first point of contact for Foreign National Offenders, answering queries and providing guidance to the rest of the force, ensuring all work meets the Force and National Standards.
2. To facilitate requests for previous conviction information from foreign law enforcement agencies and act as force liaison for any subsequent enquiries. To analyse and create intelligence packages as a result of foreign conviction intelligence and disseminate these as appropriate.
3. Produce detailed intelligence and performance reports, meeting the requirements of senior police managers and various partner agencies. Produce detailed set of statistics and constantly monitor the effectiveness of the management of Foreign National Offenders in Hampshire.
4. Sit on the FNO working group and represent the area of Foreign National Offenders within Hampshire & IOW Constabulary by attending Strategic and Tactical meetings and providing presentations and briefings to all levels of police and external personnel locally, regionally and nationally on good practice and process initiatives.
5. Assist and advise Senior Investigating Officers, local operational managers and operational staff in the development of effective tactics and strategies by preparing and presenting high quality key intelligence products in suitable formats and proposing possible solutions to current and predicted Foreign National criminal activity.
6. Develop and maintain relationships with outside agencies, adapting and responding to particular needs and challenges. Identify opportunities to improve Hampshire's processes to work better with the approaches taken by key partners (Home Office, Immigration and ACRO).
7. Continual development of procedures surrounding the day to day management of Foreign National Offenders including making recommendations for problem solving and assessing potential areas of focus (i.e. FNO high frequency involvement in certain crime types in certain districts).
8. Development and carry out activities using police and partner data to identify high risk FNOs and FNO disruption opportunities.
9. Provide general support to the International Liaison team and step into the role of International Liaison Enquiry Team (ILET) Officer when cover is required.
10. Maintain personal responsibility for collection, recording, evaluation, information sharing, review, retention and disposal of information in compliance with codes of practice and Guidance in the Management of Information, Information Security Policy, procedures and legislation.

Note: This role profile is designed to assist post holders with understanding what is expected of them in their role. Hampshire & IOW Constabulary may ask them to undertake other duties, as required, which are not necessarily specified on the role profile but which are commensurate with the grade of the post. The role profile itself may be amended from time to time within the scope and general level of responsibility attached to the post.

**Experience****Essential**

- Educated to QCF level 3 or deemed to have relevant work experience to have brought the postholder to a comparable level.
- Experience working within an intelligence environment.

Desirable

- Experience working or supporting in an investigations environment.

Attributes

As well as the above experience, you will have the ability to prioritise your own workload and the requests received, administration skills, verbal presentation skills and computer literacy. You will also be a confident communicator both in person and in writing and be able to communicate with all ranks of Officers and Staff.

We will assess your suitability to join policing as part of the selection process. You will need to be able to evidence that you will uphold the values of policing (impartiality, integrity, public service, transparency), the Code of Ethics and demonstrate our Competencies and Values.

Applications will be shortlisted by demonstrating you hold the essential competencies for the role. Further selection methods will be an interview around your personal attributes, competencies and values.