CIB Squad Supervisor, Wairoa

Position Details

Reports to: Area Manager: Investigations

Location: Wairoa

Team: Tairawhiti

Position Number: 70010997

District/Service Centre: Eastern

Direct reports: Sub Area staff

Group: Districts

Shift work/non shift work: Shift

PHPF Level: Team Leader/Manager

Remuneration range: Band I

Context

New Zealand Police is the lead agency responsible for reducing crime and enhancing community safety. We work in partnership with individuals, communities, businesses and other public sector agencies to achieve our vision to have the trust and confidence of all.

The purpose of the District is to deliver Our Business

The Wairoa sub-area provides policing services to the Wairoa sub-area from Kotemaori to Nuhaka and Tuai.

The purpose of the team is to lead the tactics for Our Business and enable our people to deliver them

Purpose

The primary purpose of the role is to lead and manage investigations to enable effective prevention, detection and resolution of serious crime and/or major incidents and the deployment and community-focussed activities of sole-charge positions within the sub-area to deliver Our Strategies and Our Targets as outlined in Our Business.

The purpose of leadership in this role is to lead the activities for Our Business and enable our people to deliver them

Accountabilities

1. Look after our People

- Understand the hazards faced by the team and enable them to eliminate or minimise the associated risk.
- Ensure all team accidents, incidents and near misses re reported, investigated and endorsed in MyPolice.
- Proactively manage employee return to work programmes where required.
- Actively encourage and enable Wellness and Safety initiatives and training.

2. Management of Investigations

- Leads and prioritises the investigation of serious crime to effectively resolve offending, reduce victimisations and; minimise the risk to the investigation and organisation
- Prioritises, assigns and reviews investigator workloads and cases to minimise risk in accordance with correct Case Management principals and; utilises the National Recording Standards policy to ensure appropriate case resolution outcomes.
- Ensures investigation team activities comply with police policy, procedures and legislation
- Supervises investigation team and sub-area staff operation of Covert Human Intelligence Sources (CHIS) in accordance with police policy and best practise
- Where required, supervises / leads the investigation of complex and sensitive child protection, adult sexual assault and/or family harm investigations ensuring on-going risk assessment is managed through the Quality Assurance Improvement Framework (QAIF) and other mediums.

3. Service Delivery

- Plans and implements tactics to deliver the strategies of Our Business (Prevention First, Turning of the Tide, Safer Journeys, Wellness and Safety
- Controls the Police response to major incidents or other occurrences requiring senior supervision
- Assists in providing community support and protection during disasters and emergencies
- Ensures policing services are provided with a service and victim focus, and that service requests and complaints are met with a professional, customer focused and timely response

4. Administrative Management

- Contributes to maintaining the investigative & operational effectiveness of t
- Maintains the operational effectiveness of Investigations and sole charge stations and ensures the provision of a high quality Police service to the public, including monitoring and review of investigative, operational and administrative portfolios.
- Ensures sole charge stations are administered within policy, procedural and budgetary requirements
- Examines and reviews current methods, systems and procedures
- Monitors current and emerging crime trends, investigative risks, and potential major Policing requirements
- Establishes systems, standards and strategies with stakeholders for delivery of service and identifies opportunities for improved effectiveness.
- Receives complaints against Police, and objectively investigates and directs further action in relation to those complaints
- Plans and monitors the training requirements and development of investigators (including CIB trainees) and sole-charge officers
- Uses case management tools and National Recording Standards (NRS) policy to inform the prioritisation of investigator workloads and appropriate case outcomes

5. Team leadership and management

- Provides leadership and direction to the team
- Ensures systems and behavioural alignment to the Police values, and that the values are actively promoted
- Plans, develops and monitors the performance of staff ensuring they are supported, motivated, certified and trained to fulfil their responsibilities

- Promotes the characteristics of a High Performing Team as outlined in the Police High Performance Framework
- Monitors workloads and rosters of 1-2-3 person constables and organises relief roster coverage as required

6. Relationship management

- Assists in establishing and maintaining partnership links between the Police and local community
- Develops internal and external networks to achieve the best result for the organisation as a whole
- The successful applicant can expect to build and maintain relationships. Critical relationships this role may influence include:

Area Manager Investigations Tairawhiti	Iwi and community partners
Area Manager Response Wairoa	Partner agencies and NGOs (e.g. Crown Solicitor, Courts, Oranga Tamariki, IRD
District Manager Investigations	

Additional Requirements

Pre-Employment Checks Core Children's Worker Safety Check Required

Required Qualifications Qualified to Sergeant CPK

Detective Qualified

Accredited – Investigative Interviewing L 1

Accredited – Covert Human Intelligence Source (CHIS L 1)