Senior Intelligence Analyst

Position Details

Reports to: Intelligence Supervisor	**Location:** Generic
District/Service Centre: Generic	**Shift work/non shift work:** both
Group: Districts/National Operations	**Remuneration range:** Intelligence Career Structure
PHPF Level Purpose: Individual Contributor	**Employee Type:** Office of Constable/Police Employee
Direct reports: None, but routinely leads project teams and mentors junior staff	**Delegated financial authority:** N/A

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 of Safer Communities Together.

Purpose

The purpose of the Districts is to deliver Our Business.

The purpose of National Operations is to enable and deliver Our Business through coordinated national services.

To support the delivery of these outcomes the Senior Intelligence Analyst will contribute to crime and crash reduction and the prevention and disruption of criminal activity by producing nationally-standardised intelligence products that inform and support prevention, intervention and enforcement activities; andcontribute to the development of local and national intelligence analysis capability through exemplary practice, intelligence training and assessment, and coaching of junior staff in technical intelligence analytical skills.

The purpose of leadership in this role is to deliver (or enable others to deliver) Our Business.

Accountabilities

1. Be safe and feel safe

- Understand the hazards in your work area and eliminate or minimise the associated risk.
- Report all accidents, incidents and near misses in MyPolice in a timely fashion.
- Actively participate in Wellness and Safety initiatives and training

2. Service delivery

- Produces intelligence products to address identified national and/or local priorities, and to inform and support the clients' prevention, intervention and enforcement activities.
- Routinely applies analytical thinking skills and crime science theory to the analysis of policing issues
- Conducts analysis of complex policing issues.
- Provides technical guidance in tactical, operational and strategic intelligence analysis methodologies.
- Delivers intelligence products and briefings.
- Provides specialist advice to decision makers in the area of intelligence.
- Uses a full range of analytical techniques to describe and interpret information.
- Reviews analytical methods in use and identifies improvements.
- Regularly evaluates the effectiveness of the unit's analytical and intelligence products.
- Presents and explains analysis at Tasking and Coordination meetings, NZ Police and partner meetings and at Court, as necessary.
- Proactively looks for and identifies emerging problems, and brings emerging problems to the attention of the unit supervisor.
- Maintains knowledge of current intelligence products, organisational strategy and intelligence requirements of the unit.
- Contributes to the development of local and national intelligence strategy and policy.
- Provides intelligence support to major incidents as required.
- Contributes to national intelligence training.
- Maintains an understanding of the NZ Police intelligence model and the role this position plays within it.
- Complies at all times with national intelligence policies, processes and standards including the Manual of Guidance Intelligence Chapter.
- Coaches and mentors new staff less experienced Analysts.

3. Team work

- Contributes positively to the daily operation of the intelligence unit.
- Establishes positive working relationships with other local intelligence staff, the National Intelligence Centre and District staff.
- Co-operates and works with other members of the intelligence unit in order to achieve team goals.
- Supports, mentors and coaches new analysts.
- Leads project teams and works effectively as a member of a team.
- May be required to act as unit supervisor during absences or leave.

4. Customer service

- Ensures that all service requests and complaints are met with a professional, customer-friendly and timely manner.
- Brings emerging problems to the attention of the unit supervisor and as required to the clients, and proposes options for intelligence support to address the problems.
- Uses discretion appropriately in dealing with problems.
- Shows flexibility and creativity when it is apparent that a method or approach is not producing the required outcomes.
- Ensures communications are accurate and timely in compliance with intelligence standards.
- Displays commitment to quality and continuous improvement in skills and ability.

5. Relationship management

- Establishes a professionally-effective network of relationships within NZ Police and with external clients, agencies and organisations.
- Liaises with other organisations, neighbouring districts and external agencies.
- Works effectively with the Intelligence supervisor clients and stakeholders to identify and recommend suitable parameters for analysis within intelligence products.
- Shares information appropriately and ensures clarity of communication.
- Provides accurate, relevant, objective, useful and timely intelligence advice.

Additional Requirements

For selection purposes, candidate suitability will be considered in relation to:

1. potential to perform well in the position, given a reasonable period of time for familiarisation and/or training.
2. personal attributes and temperament relevant to the position.
3. general health which will allow for the performance of all duties and functions of the position (for constabulary employees a current PCT is an indicator of general health).
4. Appointment under the Intelligence Career Structure.
5. Applicants must be able to obtain and maintain an appropriate security clearance.
6. Applicants will be required to meet the requirements for this position defined in the Professional Development in Intelligence Programme (PDIP), including completing mandatory training and CPD.
7. In the event of operational emergencies, at short notice applicants may be required to:
   - Work outside standard operating hours and respond to calls.
   - Travel domestically
   - Relocate temporarily for unknown duration.

Pre-Employment Checks

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