Manager - Intelligence Collections

Position Details

Reports to: Director National Intelligence

Location: Police National Headquarters, Wellington

District/Service Centre: Service Delivery

Shift work/non shift work: both

Group: National Intelligence

Remuneration range: Grade 22

PHPF Level Purpose: Leader/Manager

Employee Type: Office of Constable

Direct reports: Supervisor Registry, National Intelligence Collection Co-ordinator, NZTCU Supervisor, Supervisor OSINT

Delegated Financial Authority: TBC

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. The National Intelligence Centre (NIC) sits within Service Delivery Group, which contributes to the achievement of our vision through enabling the transformation of Police to deliver Our Business.

The role of intelligence is to actively enable decision maker advantage through the use of a three stage intelligence lifecycle: Detect, Understand and Impact. Through this, intelligence professionals are able to interpret the criminal environment and provide intelligence products that inform decision makers, ultimately enabling them to prevent crime, reduce road trauma and enhance community safety. Intelligence achieves this when it provides accurate, relevant and actionable insights.

Intelligence encompasses people, products and processes. It is critical for decision-making and Police depend on intelligence at all levels. Police cannot function effectively without high-quality intelligence.

Purpose

The purpose of the Service Delivery group is to transform our service to deliver Our Business.

The purpose of the National Intelligence Centre is to actively enable decision maker advantage at strategic, operational and tactical levels for Districts, the Executive and other domestic and international agencies. To deliver this, the NIC utilises a three phase intelligence lifecycle: Detect, Understand and Impact.

The intelligence products designed, developed and delivered by the NIC support decision maker advantage across all six drivers of demand: organised crime, drugs, mental health, families, youth, alcohol and road policing, as well as national security. Through the provision of relevant and timely intelligence products, the NIC is instrumental in preventing crime and enhancing community safety.

The NIC takes a leading role in ensuring ongoing and enhanced coordination between District Intelligence Units, other Police intelligence functions and domestic and global agencies. Through the leveraging of collective knowledge and skills, the NIC positions itself as a leader in intelligence.

To support the delivery of these outcomes the Manager Intelligence Collections provides leadership for national collections and the storage of intelligence in the NIC Registry. Providing leadership to the NIC and Districts on the strategic direction of intelligence collections, the Manager Intelligence Collections is responsible for ensuring the focused gathering and storage of information to meet intelligence requirements and to impact decision makers. The Manager Intelligence Collections provides leadership to NZP on the strategic direction of intelligence collections practice and

tradecraft. The Manager Intelligence Collections develops key partnerships both within NZP and across the intelligence community nationally and globally in order to ensure the efficient exchange of information and intelligence whilst seeking opportunities to operationalise that information and intelligence and share best practice.

In performing this role the Manager Intelligence Collections will work collaboratively and seamlessly with other managers and teams across the Intelligence Service Centre, and other partners, to provide an integrated approach to the delivery of high quality and innovative work.

The purpose of leadership in this role is to lead the tactics 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.
- Fosters a safe environment by integrating safety and health into all aspects of work practices and places of work.

2. General management and leadership

- Actively contribute to the NIC leadership team, as part of a high performing team and role modelling professionalism and excellence at all times.
- Actively lead and strengthen relationships, collaboration and communication between the NIC and the Districts.
- Works collaboratively with the NIC management team to achieve optimum resource use and the best result for NZ Police as a whole.
- Contribute to planning for the NIC, including the development of action plans and standards.
- Model innovation and a future-focused outlook with a strong drive towards excellent service delivery and customer service.
- Ensure the security of NZP and other agency operations is maintained.
- Promote the value of intelligence and relevant knowledge across all work groups and with external partners.
- Ensure the translation of national strategy and plans to an operational level and into achievable and measurable performance targets for the team.
- Contribute to meeting Police obligations under the Treaty of Waitangi and acts in a way which demonstrates responsiveness to Maori.

3. Relationship management

- Actively build and maintain trusted working relationships within the NIC, other Service Centres, Districts and the wider intelligence community to facilitate intelligence gathering and prevention initiatives.
- Builds and establishes relationships between partner law enforcement and intelligence agencies.
- Encourages and participates in joint intelligence gathering projects and operations with other agencies, both nationally and internationally.
- Represents the NZP and the NIC to external and international organisations as appropriate.
- Shares information appropriately and ensures clarity of communication between relevant groups.

4. Team leadership and management

- Lead, model and encourage open, honest and constructive relationships with colleagues.
- Lead their people in working collaboratively and effectively as part of the wider intelligence community within a dynamic environment.
- Encourages the establishment and maintenance of the wider concept of team work through inter-district and agency partnerships.
- Inspire and support a high performing team by incorporating the principles of the Police High Performance Framework.
- Provide mentoring and development to the team by sharing skills, knowledge and expertise to enable them to achieve their objectives.
- Develop and maintain healthy team dynamics including addressing performance appropriately.
- Ensure their people have the appropriate skills, knowledge and experience to deliver their work activities and expected results, including providing coaching and professional development opportunities as identified through regular performance conversations and annual performance reviews.

5. Service delivery

- Provide leadership to the development and management of the national intelligence collections strategy, framework and plan, including identifying national intelligence collection priorities and requirements.
- Leads the collections function ensuring all intelligence collections activity complies with guidance, recording, evaluation, sharing, review, retention and disposal of information in accordance with national policies.
- Provide leadership and manage external relationships to ensure the development of Open Source Intelligence (OSINT) capability, policies, standards and guidelines.
- Provide leadership and manage external partnerships to ensure the development of New Zealand Transnational Crime Unit (NZTCU) policies, procedures, capability and strategy.
- Leads the delivery of the NZP Registry function ensuring compliance with NZP's legislative obligations.
- Ensures the management and servicing of the PLO network for intelligence and collections purposes including management of key strategic off-shore relationships.
- Lead and develop strategic partnerships to ensure a multi-disciplinary collaboration for facilitating intelligence operations across NZ agencies such as New Zealand Customs Service ITOC, NZ Police National Intelligence Centre and Districts and offshore agencies.
- Ensures the active monitoring and assessment of the external environment, trends and best practice in intelligence collections to support the continuous improvement and development of the collections function within Police.
- Provide leadership and oversight to the accreditation processes for the Sensitive Compartment Information Facilities (SCIF) and ensure all Protective Security Requirements are met.
- Provides advice and briefings on operational intelligence matters to the Director National Intelligence, National Managers and members of the Police Executive.
- Works to maximise impact and ensure alignment of intelligence systems and processes across NIC units.
- Contributes to the: setting of strategic direction for the NZP intelligence function, and professionalism of intelligence at all levels within the NZP.
- Where directed by the Director National Intelligence, fulfils a representative role at conferences, workshops and on relevant government and ad hoc committees.
- Maintains knowledge of current national and international intelligence collections processes, techniques, and developments.

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).

Availability

To meet operational requirements (including in an emergency), the successful candidate may be required to:

- Work outside of normal operating hours and respond to calls.
- Travel domestically.
- Relocate temporarily for unknown duration.

Pre-Employment Checks

- A non-core Children's Worker security check is required.
- The position holder must have or be able to obtain an appropriate security clearance.

Qualifications

- Relevant tertiary qualification preferable.