

Job Description

Title – Police Dog Instructor

Version - 1 | Date – 10/1/2020

Post Number:	E263
Grade /Scale:	Scale 6 (£26,208 - £28,023)
Weekly Hours:	Full Time 37 and Part Time 18.5
Department:	Specialist Operations Training
Status:	Police Dog Instructor (Support Staff)
Responsible To:	Police Dog Training Manager
Responsible for:	N/A
Job Role /Purpose:	<p>The successful candidate will be responsible for the development, design and delivery of all aspects of dog training relative to the contents of the ACPO Manual of Guidance for Police Dog Training.</p> <p>Primarily this will be across Lincolnshire, Leicestershire and Northamptonshire but may also be further afield where necessary.</p>
Health and Safety:	<p>To comply with the health and safety policy and its associated procedures and co-operate with your manager and the force to protect your health and safety and that of other people. To</p> <p>comply</p> <p>with the relevant risk assessments for your job role and report accidents, incidents and near misses.</p>
Contacts:	Jason Rowlinson (Regional Training Manager)
Equality and Diversity	Actively advance diversity /equality, work towards eliminating discrimination, harassment and victimisation and foster good relations between all groups of people

Person Specification

Knowledge, Skills & Abilities

Essential Criteria

A clear definition of the necessary criteria.

Knowledge/ Education (including qualifications):

- Accredited NPCC Dog Training Instructor for General Purpose Police Dog and/or Specialist Search Police dogs or equivalent and capable of passing NPCC equivalent.
- Full UK driving licence (To travel as and when required of the role)
- First aid at work (or equivalent)

- Full and up to date knowledge of the 2011 Police Dogs Manual
- Knowledge of the Animal Welfare Act
- Knowledge of the Dangerous Dogs Act
- To possess basic IT skills (Microsoft Office – Word/Excel/Powerpoint/Outlook)
- Thorough knowledge, understanding and experience of general purpose and/or specialist search police dogs both operationally and in training

Work Experience:

- Experience as an NPCC accredited or equivalent operational dog handler, having handled at least 2 operational dogs
- Experience as a NPCC accredited General Purpose Police Dog and an NPCC accredited specialist search instructor or equivalent

Personal / Interpersonal Skills, Aptitudes:

- Ability to work unsupervised and have proven dog handling ability.
- Possess an ability to create and maintain accurate training and licencing records.

** Reasonable adjustments will be considered under the Equalities Act 2010.*

Desirable Criteria

Where available, elements that contribute to improved / immediate performance in the job.

Knowledge/ Education (including qualifications):

- Health and Safety Risk assessor, A1 assessor

** Reasonable adjustments will be considered under the Equalities Act 2010.*

Core Responsibilities/ Accountabilities

Operational:

Accountable to the Specialist Operations Training (Dogs) Regional Manager. Effective * *

- Assessment of dogs and potential handlers for suitability in the police dog / handler role.
- Delivery of dog / handler training courses and compilation of appropriate training assessment reports.
- Delivery of basic and referral General Purpose and/or Explosives Search Dog courses.
- Effective problem solving to address officers / dogs on referral courses.
- Quality assessment of dogs / handlers in the operational environment.
- Any other reasonable duty as requested.

Management/Leadership:

- To provide clear and constructive feedback to handlers both new and prospective

Administration:

- To maintain accurate and training records through IT systems (including Chronicle)

** Reasonable adjustments will be considered under the Equalities Act 2010.*

Personal Values /Competencies

The competency and values framework sets out nationally recognised behaviours.

The framework has 6 Competencies – each competency can be split into 3 levels to fit around policing and non policing roles see here : [Competency and Values framework](#)

We analyse critically
We are innovative and open-minded
We are emotionally aware
We take ownership
We are collaborative
We deliver, support and inspire

All competencies are underpinned by 4 Values that should underpin everything that we do :

Integrity
Impartiality
Transparency
Social responsibility

Other

Security Check Levels refer to vetting for the specific levels that relate to this job role:

1) Management Vetting (MV)

2) Security Check (SC)

Car User: Yes | x | Casual Allowance

Budgetary Management: | No |

Organisation Chart

Supt SOT

Insp SOT Dogs

Regional Training
Manager

Instructor

Instructor

Instructor

Clerk Level

Clerk Level

Clerk Level