

## **Recommend Derbyshire**

We're really proud of the team here at Derbyshire Constabulary. It's the people who really make a difference. Due to an increase in our recruitment activity we are looking for experienced Police Firearms Instructors and Authorised Firearms Officers to join us.

We need to recruit a number of officers during 2022 which means that attracting transferees is an important part of our recruitment strategy in terms of not only attracting new recruits but also experienced and skilled police officers.

To help ensure we are able to deliver an effective service, we are applying the 'Recommend Derbyshire' Scheme for Police Firearms Instructors and Authorised Firearms Officers. If you know of a Police Firearms Instructors or Authorised Firearms Officer that is looking for a change, and you think they have the skills and attributes we are looking for, then please recommend they apply to transfer to us.

Details of the scheme are set out below:-

### **What's Recommend Derbyshire all about?**

It's our way of saying thank you for recommending us to someone you know who has the experience and qualities we are looking for. All you need to do is recommend us to a Police Firearms Instructors or Authorised Firearms Officer who you know shares our values as well as possesses the right skills and attributes. Then, when they come and work for us, we will reward you for sending them our way.

### **What are the rewards?**

If the candidate is successful and accepts the role with Derbyshire Constabulary, you will receive your reward payment in two instalments.

- **1st payment £500** - will be paid once the candidate has successfully completed the recruitment process and commences employment with Derbyshire Constabulary.
- **2nd payment £500** – will be paid after the new Police Firearms Instructors or Firearms Officer successfully completes 6 months full service.

To be entitled to the payments, both you and the candidate you referred must be employed at the time of the payment periods. If you decide to leave Derbyshire Constabulary no payment will be made. Applicants must include your name on their application form for the payment to be made.

All payments are made through payroll and are taxable.

**How can I refer a friend?**

It's simple! The person you have discussed joining Derbyshire with needs to mention your name when applying for the vacancy by contacting the Shared HR Service Centre.

**What happens if a candidate is referred twice?**

This should not occur as the candidate needs to identify the person who has recommended them at the time of their application.

**Is the Recommend Derbyshire scheme available for all vacancies?**

No, the scheme is not available for all roles, only the current Police Firearms Instructors and Authorised Firearms Officer campaign.

**Am I eligible to take part?**

Nearly everyone can take part, but there are a few exceptions. We're always happy for you to recommend Derbyshire but due to payroll and employment restrictions you won't be able to receive a reward for recruiting someone if you're:

- Employed on a temporary or contract basis.
- Working for our outsource partners.
- Currently in a volunteer role.

If you know someone who you think would be great for Derbyshire Constabulary, you can still recommend them. You just won't be able to pick up a reward for doing this.

**Can I recommend someone who has worked for us before?**

Yes, you can. As long as they didn't leave us the first time around involuntarily. For example, if they were dismissed.

**Can I recommend a family member?**

Yes, there is no restriction on recommending Derbyshire to a family member.

**Is there a limit to the number of candidates I can refer?**

No, the great thing is that you can refer as many people as you like.

**Monitoring and Review**

These guidelines are not contractually binding. From time to time, we might review and amend it. But, if we do, we'll tell you about the changes