

JOB DESCRIPTION

APPENDIX C

Before completing this form, please read the BTP 'Guide to writing job descriptions for Police Staff roles' Appendix B to the SOP.

A. POST DETAILS:

Job Title:	Police Staff - Firearms Instructor	Current Grade:	B003
Department:	Specialist Operations	Area:	
Reports To:	Training Sergeant	No of Posts:	
Level of vetting:		Post Number:	

B. PURPOSE OF THE POST: *Why the post exists and what it has to achieve*

The post holder will be or has recently been an experienced Armed Response Officer (ARV) and National Firearms Instructor who will be responsible for the training and coaching of ARV Officers.

The post holder will support BTP's on-going national firearms training programme and all other related training to support the Chief Firearms Instructor.

C. DIMENSIONS OF THE POST *The key statistics associated with the post*

Financial – Direct or Non-Direct

Staff Responsibilities – Direct or Non-Direct

Any Other Statistical Data

D. PRINCIPAL ACCOUNTABILITIES: *What the job is accountable for and required to deliver*

- To provide shooting and tactical training, as directed by the Chief Firearms Instructor.
- To deliver training at various venues at locations across the UK as directed
- Involved in the preparation of lessons, delivering effective training through classroom presentations and a range of instructional duties.
- Complete assessments/reports of students against the national standards, core competencies, modules and units from the National Police Firearms Training Curriculum.
- Undertake research and evaluations into police firearms, equipment and associated tactics as directed

E. DECISION MAKING:

Make decisions

REWARD

Significant say in decisions

F. CONTACT WITH OTHERS: *The frequent contacts the post holder has with others and for what purpose*
Internal

External

G. REQUIREMENTS: *The skills, knowledge, experience, qualifications and training required to perform the job.*

Essential Criteria:

Qualifications and Training:

- Successfully completed a National Police Firearms Instructors Course and is currently or in the last 12 months has been involved in the delivery of firearms training against an ARV, or above, role profile.
- Candidate should have substantial experience in Firearms and ARV.
- The post holder will occupationally and operationally competent in the National Firearms Instructor role profile.
- Hold a full UK driving licence
- Hold a current level 3 Award in Education and Adult Training (AEAT) or equivalent
- Undertake annual fitness testing to level 5.4 on the Police Standard test authorised equivalent.
- Recently qualified as an Operational Firearms Commander or relevant experience and willing to undertake qualification.
- Hold an A1 assessor's qualification or relevant experience and willing to undertake qualification.

Required Competencies:

1. Serving the public
2. Openness to change
3. Service delivery
4. Professionalism
5. Decision making
6. Working with others

REWARD

Desirable Criteria:

- Hold C1/D1 UK driving qualifications
- Hold an Institution of Occupational Safety and Health (IOSH Managing safely qualification) or willing to undertake and pass the training.

H. ANY ADDITIONAL INFORMATION: *Information relevant to the role, including any particularly challenging/difficult aspects of the job. If competencies have been developed for this post, these can be listed here.*

- **This job description includes the key activities of the post and does not restrict the scope of the post holder to perform other duties. Other duties may be agreed on an individual basis and recorded as part of the annual performance Development Review (PDR).**
- **Officers may be called upon to work Force-wide, and may be required to travel at short notice. Overnights stays in hotels will also be required.**
- **Because of the nature of the national role the post will attract London allowances.**

I. AUTHORISATION DETAILS

Prepared By: Ray Shields

Date:

Area Commander /FHQ

HoD:

Date:

Evaluation Panel:

Date:

REWARD