

JOB DESCRIPTION

A. POST DETAILS:

Job Title:	Testing & Exercising Planner– Specialist Operations National Exercising & Testing Team	Grade:	
Department:	Specialist Operations	Division:	A
Reports To:	Sergeant - Specialist Operations National Exercising & Testing Team	No of Posts:	

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

To formulate a planning program of CT exercises and tests Force wide. The exercises will include all elements of command and participation (i.e. at operational, tactical and strategic levels). The exercises will be delivered against the risks in the 2016 BTP CT Strategic Risk Assessment and prioritised to reflect the most significant threats of harm. The role also includes testing and exercising Force and Divisional Mobilisation and Go Critical Plans. Any substantial terrorist incident will most likely require Mobilisation plans to be activated and therefore this role compliments the CT testing and exercise program.

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 design, prepare, plan and assist with tests and exercises of current CT policies and procedures (including evaluation of these tests). This will include all levels of command - operational, tactical and strategic. All exercises and tests will be set against the priorities identified in the 2016 CT Strategic Risk Assessment. Planning will require extensive research.
- To facilitate in the delivery of all tests and exercises.
- Liaise and communicate on a regular basis with Divisional Commanders, Sub Commanders and OICs pre/during and after testing to identify specific requirements that need to be considered in planning/running and debrief of future testing.
- To ensure all exercises and tests are conducted in accordance Joint Operating Principles for the Emergency Services (JESIP) where appropriate
- To support planning of Regional and National CT exercises (delivered by other agencies)
- Prepare and co-ordinate associated documentation for testing exercises and ensure there is consistency in the paperwork produced by the department.
- To facilitate and lead with exercising and tests of the specialist BTP response and post management procedures to CT incidents (firearms etc)
- To facilitate and lead with exercises and tests of Force and Divisional Mobilisation and Go Critical plans
- Provide guidance and advise to the Divisions in relation to CT exercises to ensure that force policies and procedures are adhered to
- Maintain liaison with Train Operating Companies, Network Rail and other railway industry businesses on behalf of the Department.
- To liaise with external agencies as required (e.g. CT specialists other Category One responders) on behalf of the team Sergeant and Inspector.
- Maintain close liaison with Divisional DMS teams and SMT to ensure the resources allocated to testing are available and deployable on the day of the test and that communication with the officers is clear regarding their duties.
- Work in liaison with Specialist Operations to ensure a clear understanding of CT issues and ensure that this dovetails with JESIP protocols
- Provide real time support to Gold/Silver/Bronze Commanders within support cells following any major incident as necessary as part of team cell formation.

E. DECISION MAKING:

Make decisions on the planning/preparation of comprehensive exercises and tests across the Force to address the emerging CT threat (Design of these packages and delivery of them without supervision).

The post holder will be in unique position of being able to influence planning and decision making regarding exercising and tests across BTP due to the level of expertise and knowledge that will be acquired in the role.

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

Internal

Wide ranging internal contact with a multitude of individuals and departments in BTP specifically related to CT matters and exercise participation. Contact will be required across all BTP Divisions.

External

The unique role will require extensive contact with external partners on behalf of the team sergeant and inspector. This will include the rail industry, Home Office Police Forces, CT specialists, Fire, Ambulance and various other Category 1 responders and commercial organizations

G. REQUIREMENTS:

Essential Criteria:

Knowledge:

Good knowledge of Counter Terrorism Policies and Procedures.

Good knowledge of operational policing

A level qualifications or relevant experience

Substantial experience within the Counter Terrorism specialism

Qualifications and Training:

Preparing to or Working towards a formal training qualification/training program (E.g. PTLLS)

Skills:

A high degree of organisational ability and attention to detail.

Able to prioritise effectively

Generate high quality work under pressure whilst remaining calm

Able to work unsupervised and on own initiative

Excellent written and verbal communication skills

Proven ability to meet challenging timescales and deadlines

Comfortable presenting to large groups at various levels.

Desired Criteria:

Qualifications and Training:

College of Policing national police operational planning course or equivalent experience

College of policing debrief trained

DMS trained

Skills:

Proficient use of Microsoft Word, Excel, PowerPoint, and the BTP Force systems

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.*

The post holder will need to be confident and knowledgeable in order to assist with facilitating multi agency exercises. Attention to detail is critical to the role as is thorough planning and preparation.

Continue on a separate sheet and attach if required

I. AUTHORISATION DETAILS:

Prepared By: _____ Date: _____

Authorised By: _____