



## PS SUICIDE PREVENTION AND MENTAL HEALTH POLICE SERGEANT ROLE PROFILE

<b>Location:</b>	Axis Building, Birmingham	<b>Reports to:</b>	Inspector
<b>Main purpose of the role</b> <i>(this section should describe the real reason for the role existing in no more than 2 sentences)</i> <ul style="list-style-type: none"> <li>To provide accessible supervision nearest to the point of service delivery by the direction and control of a team, working towards the police stations goals; and manage and co-ordinate resources effectively, maintaining a liaison with higher management to ensure that information is passed and support is available.</li> <li>To supervise Suicide Prevention and Mental Health staff, ensuring the effective and efficient use of resources relating to all activities and incidents managed within the department.</li> </ul>			
<b>Main responsibilities</b> <i>(this section should describe the main elements of the role in order of importance.)</i> <ul style="list-style-type: none"> <li>To maintain and improve team cohesion, morale and enthusiasm and drive specific initiatives towards local goals in accordance with the Force Strategy and Policing Plan.</li> <li>To monitor and promote professional development of team members by counselling, coaching and guiding to enhance competence and enable high quality performance and to ensure safe working practices of all team members.</li> <li>To supervise activity in order to ensure that incidents are managed effectively and that appropriate action has been taken. To ensure that reports and files are compiled correctly and submitted according to guidelines.</li> <li>Identify and review fatality/suicide/mental health related incidents from police and open source databases including: PNC, CRIME, FIS, CRIMINT, NSPIS, Duty Inspector Handover report and other intelligence databases.</li> <li>Collate and make further enquiries regarding fatality/suicide/mental health related incidents – this may require liaison internally (e.g. CCTV, attending officers) and externally (e.g. hospital, mental health team, GP, probation team, prisons, home office force officers, home office force intelligence).</li> <li>Using a risk based approach, provide advice and guidance as appropriate to operational Officers and civilian staff in relation to suicide prevention and mental health related incidents. Using this approach make assessments as to the most appropriate follow up action (e.g. GP referral, liaison with relevant agency, briefing internal/external, suicide prevention plan, acceptable behaviour contract, ASBO, prosecution)</li> <li>In accordance with the Suicide Prevention Standard Operating Procedure conduct regular reviews of action management relative to Suicide Prevention Plans and advise further action where appropriate and show rationale to the Area Champion regarding Suicide Prevention Plans (SPP) closure based on Oxford University risk assessment.</li> <li>Monitor suicide prevention plans and take appropriate action, such as telephone calls to GP, families, next of kin and subjects and offer Samaritan referral and Maytree referral.</li> <li>Ensure British Transport Police officers are fully updated with information regarding vulnerable persons from their area to enable appropriate subject and risk management (i.e. in house briefings)</li> <li>Ensure Home Office Police Forces are fully updated with information regarding vulnerable persons from their area to enable appropriate subject and risk management (i.e. disseminations)</li> </ul>			
<b>Core Responsibilities</b>		<b>Activities - the role holder should effectively deliver these key requirements:</b>	
<b>Personal Responsibility</b>	<b><u>Complete administration procedures - (216)</u></b> Ensure that all matters relating to the process of information are carried out in a prompt, efficient manner and in accordance with legislation, policy and procedure.		
	<b><u>Maintain standards of professional practice - (217)</u></b> Ensure your behaviour complies with organisational values and organise your own work effectively to meet the demands of your role. Identify, implement and monitor development activities to enhance your own performance.		
	<b><u>Make best use of technology - (242)</u></b> Make best use of technology in support of your role, ensuring correct operation and compliance with organisational and legal requirements.		
	<b><u>Promote equality, diversity and Human Rights in working practices - (141)</u></b> Promote equality, diversity and Human Rights in working practices by developing and maintaining positive working relationships, ensuring that colleagues are treated fairly and contributing to developing equality of opportunity in working practices.		
	<b><u>Work as part of a team - (224)</u></b> Work co-operatively with team members and colleagues, contributing positively and constructively to the achievement of team and organisational objectives.		

<b>Managing and Developing People</b>	<b><u>Carry out performance reviews - (226)</u></b> Complete a fair and objective review of individual performance, recognising personal achievements and identifying areas for future development.
	<b><u>Delegate work to others - (223)</u></b> Give responsibility and authority to others for discrete pieces of work, agreeing with them the targets they need to achieve, advising and supporting them in what they do.
	<b><u>Develop individuals and teams to enhance performance - (219)</u></b> Develop the knowledge and skills of both team and individuals to ensure the best possible results at work by identifying needs, planning their development and using a variety of activities to improve performance.
	<b><u>Supervise the work of teams and individuals - (221)</u></b> Supervises short and medium term objectives, develops plans, monitors work activities and regularly assesses the performance of teams and individuals to ensure that team objectives and performance indicators are achieved.
<b>Human Resources</b>	<b><u>Address disciplinary and unsatisfactory performance procedures - (253)</u></b> Take prompt action to address performance that is below standard, carrying out organisational procedures fairly and in line with own level of authority.
	<b><u>Deal with grievances - (251)</u></b> Investigate grievances with sensitivity and in accordance with organisational grievance procedure.
<b>Health, Safety and Welfare</b>	<b><u>Manage the welfare needs of individuals - (1160)</u></b> Recognise any problems that a member of staff may be experiencing, assist them in identifying the cause and agree a suitable way forward, acting at all times in accordance with organisational policy.
	<b><u>Provide first aid - (207)</u></b> Identify the nature of illness or injury and provide the necessary first aid treatment in accordance with approved procedures.
	<b><u>Supervise Health and Safety - (205)</u></b> Ensure that all team members are aware of health and safety requirements, continually seek ways to improve the work environment and take effective action in response to breaches in health and safety requirements.
<b>Intelligence</b>	<b><u>Conduct intelligence driven briefing, tasking and debriefing - (140)</u></b> Conduct intelligence driven briefing, tasking and debriefing appropriate to the duties being performed and in accordance with organisational policy.
	<b><u>Use intelligence to support policing objectives - (57)</u></b> Use intelligence to support the achievement of community safety and crime reduction objectives. Ensure that intelligence is used ethically and in accordance with the relevant legislation, policy, protocols and codes and practice.
<b>Behaviour Area</b>	<b>Behaviour</b>
<b>Leadership</b>	<b><u>Maximising potential - B</u></b> Encourages others to learn and develop, giving them clear and direct guidance and feedback on their performance. Encourages and supports staff, making sure they are motivated to achieve results.
<b>Working with others</b>	<b><u>Respect for race and diversity - A</u></b> Understands other people's views and takes them into account. Is tactful and diplomatic when dealing with people, treating them with dignity and respect at all times. Understands and is sensitive to social, cultural and racial differences.
	<b><u>Community and customer focus - B</u></b> Sees things from the customer's point of view and encourages others to do the same. Builds a good understanding and relationship with the community that is served.
	<b><u>Effective communication - B</u></b> Communicates all needs, instructions and decisions clearly. Adapts the style of communication to meet the needs of the audience. Checks for understanding.
<b>Achieving results</b>	<b><u>Problem solving - B</u></b> Gathers information from a range of sources to understand situations, making sure it is reliable and accurate. Analyses information to identify important issues and problems. Identifies risks and considers alternative courses of action to make good decisions.
	<b><u>Planning and organising - C</u></b> Plans and carries out activities in an orderly and well-structured way. Prioritises tasks, uses time in the best possible way, and works within appropriate policy and procedures.

	<b><u>Resilience - A</u></b>
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	Shows reliability and resilience in difficult circumstances. Remains calm and confident, and responds logically and decisively in difficult situations.
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