

Job description

Job title: Community Safety Patrol Officer

Grade: Dorset Grade 8

Job evaluation reference: NE261

Job family: Natural Environment

Purpose and impact

1. To make a positive and professional contribution to reduce Anti-Social behaviour in Weymouth. To enforce relevant legislation and liaise with colleagues in the council and Dorset police to reduce incidents of anti-social behaviour in the town.

Key responsibilities

2. To monitor and enforce on-street drinking regulations in the town. To seize alcohol from offenders, including those aged under 18, and safely dispose of it.
3. To monitor and enforce regulations on the sale of alcohol to a person who is drunk, or aged under 18 in the town. To issue Penalty Notices as appropriate.
4. To monitor rough sleepers. To signpost to, and liaise with, support agencies as appropriate.
5. To monitor and deal with begging. To collect names and addresses and use powers as appropriate.
6. To act on anti-social behaviour, or offences causing injury, alarm, distress to any other person or loss of, or any damage to property in the town. To collect names and addresses and use powers as appropriate.
7. To monitor and enforce regulations relating to cycling on footpaths, underage smoking, feeding seagulls, and railway trespass etc., in the town. To seize tobacco from offenders under 18 and safely dispose of it.
8. To gather and share information and intelligence with Dorset Police.
9. To help and guide residents and visitors to the town. To act as a first point of contact for local information
10. To undertake shift working which will include working days, evenings, weekends and bank holidays.

NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

11. Reporting to: Senior Community Safety Officer
- 12.

Our values

Our values act as guiding principles, defining what we believe is important in the ways we work together. Our values are Respect, Together, Accountability, Openness and Curiosity. You will need to be able to demonstrate these values in action through the way you work, regardless of your role within the organisation. Information about our values can be found on our website.



Person specification

Your application will be assessed based on your demonstration of how you fulfil the following criteria: you should include clear examples of how you meet these criteria within your application form and during the assessment process.

Essential

Essential criteria are the minimum requirement for the above post and will be assessed through a combination of your application form, assessment, interview and references (as specified below). We will require evidence of the qualifications, training or registrations listed below.

Qualifications, training or registrations Required by law or essential to the performance of the role or both	Assessed through:
1. A benchmark of 3 GCSE's (or equivalent) including Maths and English, at Grade C or above, or able to demonstrate relevant experience	Application form
2. Commitment to, and evidence of, continuous personal development	Application form
3. Because this post is based at Weymouth Police Station, the successful candidate will be subject to successfully passing the Non-Police Personnel Vetting (NPPV) process prior to employment and when required during their employment	Application form
Experience	
4. Proven experience of working effectively both independently and as part of a team	Application form
5. Proven experience of working effectively with challenging people	Application form
6. Previous experience of the enforcement of rules on individuals	Application form
Knowledge	
7. Awareness of, and responsiveness to, the objectives of good enforcement practice	Application form Interview Assessment
8. Some knowledge of the approach of local government and police to diversity and equality	Application form Interview Assessment
Skills and abilities	
9. Good written and verbal communication skills. Ability to explain requirements in a friendly, tactful and understandable way	Interview Assessment
10. Demonstrates enthusiasm for the benefits of good community safety	Interview Assessment
11. Post holder must be able to cycle between Weymouth Police Station and town centre	Interview Assessment
12. IT literate in Microsoft Office applications	Interview Assessment
13. Able to collaborate with other organisations and individuals to achieve objectives	Interview Assessment



14. When dealing with challenging people, able to remain calm and professional at all times	Interview Assessment
15. Able to work creatively to balance competing issues	Interview Assessment
16. Able to accurately record the essence of events or observations	Interview Assessment
Our values	
17. Respect	Interview Assessment
18. Together	Interview Assessment
19. Accountability	Interview Assessment
20. Openness	Interview Assessment
21. Curiosity	Interview Assessment
Other	
22. Must be able to work a variety of shifts covering days evenings and weekends	Application form
23. Must have a full driving licence and/or* access to a form of transport which allows the post holder to undertake the duties of the role. (*This refers to any candidate who has declared that they have a disability which debars them from driving)	Application form
24. Demonstrate a commitment to the promotion of digital services. Ability to develop your own and others' digital skills. Able to demonstrate confidence in adapting to advancements in technology	Application form

Approval

Manager's job title: Service Manager

Date: July 2019

