



# CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND

CANDIDATE INFORMATION PACK

## 2019

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# NORTHERN IRELAND POLICING BOARD: CHAIR'S MESSAGE

Thank you for your interest in the position of Chief Constable for the Police Service of Northern Ireland (PSNI).

This is one of the most important leadership roles in policing and across wider public life in Northern Ireland. It offers a unique and immensely rewarding opportunity to lead and develop one of most important public services.

Working together with the community and key partners, the PSNI is at the very heart of delivering the shared goal of keeping people safe.

Since being appointed as Chair of the Northern Ireland Policing Board (the Board) on 1 June 2013, I have had the privilege of meeting many of the dedicated people who work within the PSNI and to engage with many partner organisations, policy makers and the wider public. I am constantly inspired by the professionalism and commitment displayed by the PSNI and the service it provides to our community.

The face of policing is changing, the demands are more complex and have to be met within an ever decreasing budget. The PSNI has undergone substantial transformational change, and as is the case with many other police services, there is much still to be done to meet the needs of the future. It is clear, however, that

the benefits of shared skills, expertise and capability across the organisation are reaping rewards, making better use of resources and helping to deliver a safer Northern Ireland. Alongside that, new approaches to local policing are being developed and innovative partnerships are being forged to respond to the diverse needs of our community.

The PSNI has undergone significant change, and in moving forward, it is vital to develop a strong, resilient leadership team that is able to deliver excellence in policing and to work collaboratively and creatively with others to deliver better public services. The next Chief Constable of the PSNI will be pivotal to achieving these objectives.

The Board is seeking to appoint an exceptional and outstanding leader to take on this exciting challenge and leadership role.

Accountable to the Board, this position will be demanding, high profile and subject to considerable public scrutiny. For the right person, it will be one of the most rewarding and fulfilling policing leadership roles they could undertake. If you think you have the experience, commitment and capability to lead the PSNI, I hope you will consider applying.

**Anne Connolly OBE  
Chair**

# EXCEPTIONAL LEADER SOUGHT FOR POLICE SERVICE OF NORTHERN IRELAND

Post: Chief Constable, Police Service of Northern Ireland

Salary: £207,489 (plus benefits)

The Board is seeking to appoint a new Chief Constable to lead the PSNI, who will bring a strong vision for service delivery to the community, have a proven track record in leading change in a complex environment, have an ability to build strong relationships and be able to demonstrate delivering results through the development of operational policing plans that build trust and confidence within the service and across the community.

Policing is one of Northern Ireland's most important public services with the community rightly expecting the highest standards from police officers and staff. The Chief Constable position carries significant leadership, operational and representative responsibilities and the Board is looking for an exceptional leader with an ability to drive and deliver organisational change to meet existing and future challenges.

The job will be challenging but rewarding. It offers the opportunity for you to lead a service that is recognised locally, nationally and internationally for its high policing standards.

As Chief Constable, you will build on the achievements of the PSNI whilst ensuring that the organisation changes and adapts to meet the varied needs and demands of our diverse community within an ever changing environment.

An outstanding and accomplished police leader, you will have extensive experience of leading a significant policing organisation and a track record of successfully delivering large scale

complex change. You will have excellent skills in relationship building, influencing others and communication, and you will be able to inspire and motivate others.

Fundamental to your success will be your ability to command high levels of confidence and trust within the service and across the community. This includes a wide range of stakeholders and the public. As Chief Constable, you will build and develop a cohesive and effective Service Executive Team (SET) and will establish a shared vision, values and purpose across the organisation to deliver the PSNI's Corporate Plan.

This is one of the most significant, challenging and rewarding policing leadership roles in the UK and internationally. It is also one of the most important public leadership roles in Northern Ireland. For the right candidate this unique job offers an unparalleled opportunity to make a positive difference to people's lives and to help shape Northern Ireland's future.

The Board and PSNI are committed to developing a diverse workforce and to promoting an organisational culture where everyone is treated with dignity, fairness and respect. The appointment will be on the principles of merit, fairness and openness.

Applicants must have successfully completed the Strategic Command Course (SCC) (or its equivalent) and have experience at Chief Officer rank.

For further information and all the application details and forms please visit our [Chief Constable Recruitment](#) webpage.

Closing date: **Tuesday 7 May 2019 at 12:00 noon.**

**The Board and PSNI are committed to being representative of the communities we serve and welcome all applicants interested in a career in policing. Applications are particularly welcome from the Roman Catholic community, women and members of Black and Minority Ethnic groups, as they are currently under-represented at senior levels in the PSNI.**

## PSNI: THE STRATEGIC CHALLENGE

The PSNI was formally established on 4 November 2001 and is responsible for policing within Northern Ireland. It serves a diverse population of some 1.8 million people, in cities, towns and the rural countryside.

It has approximately 9,230 police officers and staff (6,700 officers & 2,533 police staff) 282 part time reservists and 500 managed service personnel supported by a budget of over £800 million.

PSNI's current vision is to 'help build a safe confident and peaceful Northern Ireland'.

Northern Ireland continues to grow and thrive and as a police service the PSNI is a vital element in working with; public, private, statutory, voluntary and community stakeholders to continue in helping to build a safe confident and peaceful society. The PSNI has a wide range of statutory responsibilities and legal obligations to fulfil. These responsibilities are enshrined in the [Police \(NI\) Act 2000](#).

The PSNI understands and appreciates that the demands on policing are changing, and society is also changing.

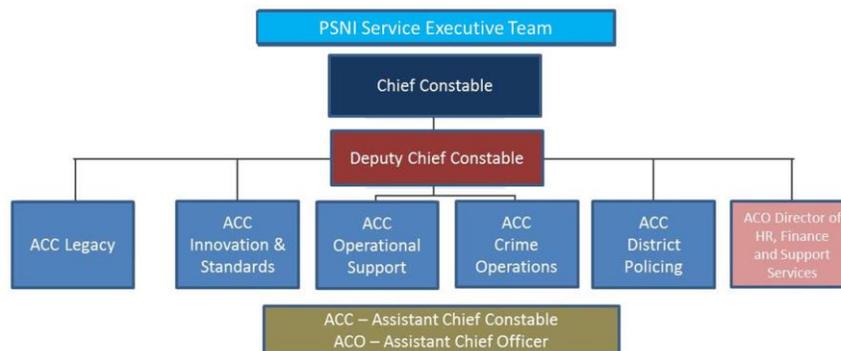
The population is increasing and getting older and is expected to grow to 1.95 million over the next decade, with a significant proportion of this being due to international migration. This will result in a more diverse society with changes in demographic make-up, language and culture.

The challenge now is to build on the achievements of the PSNI to date and accelerate the pace of change to ensure that policing serves the needs of a changing Northern Ireland. The scale of the challenge is significant and learning from past experiences and benchmarking to best practice will be critical. A clear direction for this next phase has been set out in the PSNI Corporate Plan.

The successful candidate will understand the unique role and challenges in leading the PSNI and will need to work collaboratively with other agencies and criminal justice partners to ensure that the public are kept safe and feel safe, crime is prevented, offenders are brought to justice and new and emerging threats to public safety are efficiently and effectively addressed.

## PSNI: Executive Structure

The current structure of the PSNI is set out below and the new Chief Constable may, in due course, wish to review this structure in driving the performance, effectiveness and resilience of the organisation and the Service Executive Team (SET). Any such review must be undertaken in conjunction with the Board, which has statutory responsibility in making appointments at this level in PSNI:



# APPLICATION, SELECTION PROCESS AND TIMELINE

## Applications

You are strongly advised to read all the sections of this document, along with the Job Description, Person Specification and other information available on the Board's [Chief Constable Recruitment](#) webpage before completing and submitting your application.

All the information, documents including this one and forms needed to prepare and submit your application can be accessed and downloaded from the Board's [Chief Constable Recruitment](#) webpage, and completed and submitted electronically, these include:

- **Job Description** – outlines the purpose and the key accountabilities associated with the role.
- **Person Specification** – describes the essential criteria, education, qualifications, skills, experience and competencies needed to perform the role.
- **Application Form** – is designed to collect personal details and information about your experience, qualifications, motivation, competencies and suitability for the Chief Constable role.
- **Equality & Diversity Monitoring Form** – the information you provide in this form is for monitoring purposes only and will be treated in the strictest confidence. This information will play no part in the selection decision and the form will be detached from your application form on receipt.
- **Chief Constable's Reference** – a reference from your current Chief Constable or equivalent (e.g. Police and Crime Commissioner). This reference template should be given to your Chief Constable (or equivalent) to complete and return in hardcopy or electronically.

Applicants are required to submit completed versions of the above documents along with the following:

- **Performance Development Review (PDR)** – a copy of your most recent appraisal report.

All forms and requested reports should be returned to:

Amanda Stewart  
Chief Executive  
Northern Ireland Policing Board  
Waterside Tower  
31 Clarendon Road  
Clarendon Dock  
Belfast  
BT1 3BG

Alternatively, these documents can be attached to an e-mail and sent to:

[amanda.stewart@nipolicingboard.org.uk](mailto:amanda.stewart@nipolicingboard.org.uk)

All the documentation should be received no later than **12 noon on Tuesday 7 May 2019**.

## Familiarisation day

To help potential applicants learn more about the role, and make an informed decision about whether to apply for the role, the Board will host a familiarisation day at the Board's office on **Wednesday 16 April 2019**. While this is not a formal part of the selection process, potential applicants are encouraged to attend.

If you are interested in attending the familiarisation day please contact, Amanda Stewart, Chief Executive to the Board (contact details can be found in the last section of this information pack).

## Familiarisation day expenses

The Board will consider paying reasonable and necessary expenses of potential applicants who wish to attend the familiarisation day.

## Appointment Panel

All the information submitted by applicants will be considered by the Appointment Panel (the Panel) which will be chaired by Anne Connolly OBE, Chair of the Board and will include:

- John Blair MLA
- Alan Chambers MLA
- Linda Dillon MLA
- Dolores Kelly MLA
- Colm McKenna
- Wendy Osborne
- Mervyn Storey MLA

The Panel will undertake the shortlisting assessment against the essential criteria, competencies and behaviours at the 'Executive' level of the Competency and Values Framework (CVF) for Policing, as detailed in the Person Specification. Shortlisting will take place on **Tuesday 14 May 2019**.

Each candidate will be notified no later than close of play **Wednesday 15 May 2019** of the shortlisting outcome and next steps as appropriate. In advance of the assessment day, shortlisted candidates will be required to complete an online personality questionnaire and undertake a one-to-one feedback interview with an Occupational Psychologist. Information from the feedback interview will be used to identify areas to explore further during the interview stage of the assessment day.

Shortlisted candidates will be contacted and sent details about how to access and complete the online personality questionnaire and arrangements for the feedback interview.

## Assessment day

Shortlisted candidates will be invited to attend an assessment day on **Thursday 23 and / or Friday 24 May 2019** at the Board's office. The assessment will include a presentation (topic to be given on the day) and an interview; the Panel will be as outlined above.

An external Policing Advisor will also be present during the presentation and interview stage to provide professional policing advice to the Panel on how well a candidate's response fits within operational areas covered during the assessment process. The Policing Advisor will be present to provide professional advice and will not be involved in the formal assessment of candidates or decision making.

## Dates to remember

Date	April
09	Advertisement launch and applications open
16	Familiarisation day
Date	May
07	Applications close (12:00 noon)
14	Shortlisting
15	Applicants notified of shortlisting outcome
15 - 21	Shortlisted candidates need to complete an online personality questionnaire and undertake a telephone feedback interview with an Occupational Psychologist
23 - 24	Assessment day - presentation & interview day(s)

## Assessment day expenses

The Board will pay reasonable and necessary expenses of candidates invited to the assessment day.

# TERMS & CONDITIONS OF THE APPOINTMENT

## Terms of appointment

The appointment will be for up to a five year fixed term and will be discussed and agreed with the successful candidate.

## Termination

Termination of appointment is subject to three calendar months' notice in writing from either party.

## Medical examination

The successful candidate will be required to undertake a medical examination before taking up appointment.

## Security clearance

The successful applicant will be appointed subject to holding or obtaining security clearance at Developed Vetting (DV) level. In addition, the successful candidate will undergo the process to achieve enhanced Developed Vetting as part of the appointment process.

## Residence

The Board envisage that the successful candidate will reside in Northern Ireland throughout the period of their appointment as Chief Constable.

## Working duty

The post holder must devote the whole of their time to the duties of the office of Chief Constable and will not hold any other appointment or engage in other work except with the prior written consent of the Board.

## Working hours

Working hours will be not less than 40 hours per week and such as are needed to fulfil the requirements of the post, subject to the requirements of the Working Time Directive. However, the post holder will have responsibility for representing the PSNI and meeting statutory and operational requirements, often at short notice, which may require working additional hours. There is a requirement to be contactable 24 hours per day when not on leave or in the absence of a designated deputy. The role will require evening and weekend working, including attending meetings and events during these times.

## **Pension**

The post holder will be eligible for membership of the Police Pension Scheme.

## **Removal and relocation expenses**

A removal and relocation package may be available to the successful candidate should they be required to move house as a result of this appointment.

## **Holiday**

The post holder is entitled to leave in accordance with Police Regulations.

## **Telephones, IT and other equipment**

Mobile telephone, palmtop organiser, laptop computer and other equipment, which is necessary to ensure convenient working arrangements, will be made available.

## **Disclosure of relationships**

Canvassing members of the Board or the Panel, either directly or indirectly, will lead to disqualification from the selection and assessment process. Applicants must disclose any relationship to a member of the Panel and failure to disclose will also result in disqualification from the process.

## USEFUL INFORMATION

You are encouraged to visit and access information from the [Board's website](#), and key documents and suggested websites listed below, to get a better understanding of the unique blend of policing challenges across Northern Ireland.

### Key documents

- [Northern Ireland Policing Board Annual Policing Plan 2019-20](#)
- [Police Service of Northern Ireland \(PSNI\) Annual Statement of Accounts 2017 - 2018](#)
- [PEEL: Police efficiency 2017 – Police Service of Northern Ireland – Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services](#)
- [PEEL: Police effectiveness 2017 – Police Service of Northern Ireland – Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services](#)
- [Police Service of Northern Ireland \(PSNI\) Code of Ethics](#)
- [Police \(Northern Ireland\) Act 2000](#)

### Useful website links

- [Police Service of Northern Ireland](#)
- [Policing and Community Safety Partnerships](#)
- [Department of Justice](#)
- [Police Ombudsman for Northern Ireland](#)

### Queries

Any questions in relation to the Chief Constable role, selection process or the familiarisation day should be directed to:

**Amanda Stewart - Chief Executive**

Phone: +44 (0) 028 9040 8500 or e-mail: [amanda.stewart@nipolicingboard.org.uk](mailto:amanda.stewart@nipolicingboard.org.uk)



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