



# Senior Strategic Analyst & specialist resources lead AML/CFT

Isle of Man Constabulary, Financial Crime Teams (PIMLIT & ECU)

D600 Pay Band 25

## About the IOMC Financial Crime Team

The Isle of Man Constabulary has two teams with responsibility for the investigation of financial crime at a domestic level and cases of international money laundering.

The Proactive International Money Laundering Team (PIMLIT) deal with complex international money laundering cases which include, money laundering, terrorism financing and proliferation financing. The Economic Crime Team are responsible for domestic related complex financial crime which includes money laundering but on a domestic level. Both teams sit under the direction of the PIMLIT Director reporting to the Chief Constable.

Working in partnership with other agencies the Financial Crime Teams are expected to proactively identify and investigate criminality including working in partnership to restrain and forfeit the criminal proceeds of crime. In addition this will include prevention work such as highlighting ML typologies to prevent and detect financial crime involving an Isle of Man nexus including the flow of funds through the jurisdiction and the illicit use of structures within and beyond the jurisdiction.

As an international finance centre the island is subject to external scrutiny and inspection of its law enforcement regime and performance against the FATF Standards. The main focus of the Constabulary is showing effectiveness against its proactive use of intelligence and investigations arising from the use of intelligence and asset recovery.

The team collate, examine and analyse evidence leading to the successful apprehension and prosecution of offenders.

Some of the key responsibilities of the team are:

- Investigating serious and complex financial crime, international money laundering and other associated offences
- Working in partnership with AML/CFT partners and other Law Enforcement Agencies
- Analysing the current and future threats to the IOM as an International Finance Centre
- Contributing to the National Risk Assessment
- Developing and implementing new and innovative investigative techniques in line with the highest risks identified in the National Risk Assessment

## What will you do?

In a rapidly changing financial crime environment, it is critical that the Isle of Man Constabulary, through PIMLIT, remains agile and adjusts its focus and priorities to deliver an effective response. This will be achieved through its short, medium and long-term planning and the Senior Strategic Analyst will be central to this process, supporting the Constabulary's senior leadership in shaping the current and future structure and direction of the policing of financial crime in the Isle of Man.

The Senior Strategic Analyst will play a pivotal role within the Isle of Man Constabulary Financial crime teams at a domestic and international level, providing impartial advice to strategic leaders of the organisation including the Director and Chief Constable based upon complex analysis from a variety of cross partner AML/CFT agencies.

Working in partnership with Cabinet Office, the FIU, Attorney Generals Chambers ICART, regulatory authorities and where appropriate other Law Enforcement Agencies and intelligence networks in other jurisdictions ie: NCA, Eurpol, you will be responsible for delivering evidenced based analysis and interpretation of current and emerging strategic threats to the Isle of Man and presenting recommendations to senior stakeholders as to how these should be addressed. In keeping with the Island's position as an International Finance Centre themes will include combatting the threat of Money Laundering, Terrorist Financing and Proliferation of weapons of Mass Destruction and ensuring that actions align with (and where necessary input into) the key principles of the IOM Governments Financial Crime Strategy. Providing detailed information and recommendations on newly identified threats to add to and enhance the NRA and IOM Governments Financial Crime Strategy.

Working with the PIMLIT Director you will have a significant senior role in identifying and contributing to the Performance Management of the IOMC departments such as the Drug Trafficking Unit, Economic Crime Unit, CID along with analysis and contribution to towards developing the IOM National Risk Assessment, meeting the requirements of the Chief Constables Strategic Plan, the Financial Crime Strategy, the Isle of Man's Economic Strategy and the Island Plan. Information obtained from other Departments will be used by the role holder as part of the Moneyval Data collection process.

You will be responsible for coordinating, analysing, interpreting and delivering statistical analysis required to meet the requirements of Moneyval for the Isle of Man Constabulary and where appropriate sharing and presenting your findings with other AML/CFT partners at strategic level. This will include recommendations for short, medium and long-term action and the potential consequences or impact arising from these actions.

In addition you will be expected to:

- Report directly to the Director of the Pro Active International Money Laundering Investigation Team (PIMLIT).
- Be an important and intrinsic member of the Financial Crime Teams senior management team.

## Working Together for the Isle of Man

- Lead and line manage a team of specialist resources assisting the financial investigation teams which includes forensic accounting practitioners (grade D600) both internally and externally, analysts and staff operating the digital forensic e-discovery capability.
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- Ensure that all members of the team are fully aware of the team's role in the delivery of PMLIT, Departmental and IOM Government objectives.
- Take responsibility for managing the performance and delivery of the team's functions, including short, medium and long-term planning, setting and communicating KPIs, reporting and monitoring.
- Develop and deliver high quality strategies, policies, processes and procedures.
- Shape the strategy, structure and delivery of the team, taking into account short, medium and long term requirements, global developments, organizational, Department and IOM Government objectives.
- Develop and implement methodologies to assess data accuracy, completeness, and relevancy, ensuring high-quality analysis.
- Identify areas for process improvement within PMLIT, streamlining operational workflows and enhancing analytical techniques.
- Develop and implement best practices and standards for operational analysis.
- Be required to work at an advisory level with colleagues in the FIU and with senior Law Enforcement partners on an international and domestic arena.
- Manage and support the ongoing development and continuous professional development of specialist functions utilising professional networks and contacts across the AML/CFT and LEA environments to ensure the department's specialist support functions provide an effective level of support and guidance to the investigation teams.
- Understand and apply the requirements of the Moneyval immediate outcomes (IO's) for the Constabulary and in collaboration with partner agencies develop and maintain a strong reporting framework to demonstrate effectiveness across the relevant IO's.
- Where required, speak on behalf of the Director of PMLIT and Chief Constable in relevant matters.

## What does that involve?

### Contacts and Communication

You are the specialist contact within the Financial Crime Teams for all matters relating to analytical findings and typologies in relation to the preparation for Moneyval assessments and providing statistical data and recommendations to support the Chief Constables Annual Report and ongoing policing plan.

You have:

- The ability to communicate, influence and negotiate effectively with a wide range of stakeholders, including non-technical stakeholders.
- Experience of building and enhancing partnerships and professional working relationships with a wide range of individuals both internally, externally and internationally in order to achieve the organisation and island objectives as an international finance centre
- Excellent influencing, negotiation and facilitating skills that you are able to use across a wide range of partners within the AML/CFT and law enforcement agencies.
- Experience of chairing meetings both in person and on line.

You will:

- Participate and actively contribute to operational meetings in a clear, concise and relevant manner, ensuring findings and analysis are communicated to appropriate personnel.
- Produce written and/or verbal briefings and presentations to a range of stakeholders to provide a clear and concise evidence based understanding of the subject matter, including providing advice, recommendations and guidance.
- Be able to prepare deliver and present analytical products for use in court proceedings, as required.
- In collaboration with partner's agencies such as the IOM FIU, identify trends and typologies in line with Anti-Money Laundering (AML) offending methodology and Financial Action Task Force (FATF) 40 Standards to support AML prevention and the Constabulary's overall intelligence database.
- Provide expertise through the development and use of analytical products to assist decision making at a strategic, tactical and operational level and provide oversight and advice to outsourced analytical work to criminal investigations
- Collaborate with external stakeholders to provide strategic analysis to the Director and senior team to inform on a risk based approach operational threats, risks and priorities, succession planning and overall performance of the PIMLIT and ECU.
- Provide strategic analysis that will inform the development of internal and external strategy, policy, risk assessments and where required provide collaboration and support to the IOM National Risk Assessment and overarching Financial Crime Strategy, supporting the Cabinet Office AML/CFT Policy Office.

- Manage a specialist team comprising Analysts and Forensic Accountants (Grade EO & D600) to ensure delivery against the strategic plan, ensuring standards dealing with national intelligence and analytical products are embedded and maintained.
- Correspond and communicate with compatriots in other jurisdictions and further afield to seek and share information and experience.

## Problem Solving and Decision Making

Working with minimal supervision you are responsible for leading and delivering work within your own work area. You will have to consider both your findings and information obtained from external sources, interpret, analyse and make informed decisions to drive the strategic direction of the department through your:

- Understanding the Immediate Outcomes from Moneyval and FATF recommendations and how they are applied locally.
- Understanding and where necessary making recommendations in relation to the AML/CFT structures across partner agencies and within Central Government
- Experience in evidenced based risk analysis and tactical options to mitigate risks both domestically and internationally
- Awareness and the ability to identify new and emerging threats, risks and typologies that may impact upon or benefit strategic plans
- Full understanding of the Island as an international finance centre and the relevance of the international standards and risks posed to the island. Making recommendations for specific actions or strategies required to ensure the Island's response to financial crime is robust and evidence based.
- Develop policy, procedure and process and maintain relationships internally, externally and internationally to lawfully share data, information and analysis, at a strategic level where appropriate.
- Conduct analysis at a strategic, tactical and/or operational level, identifying and using appropriate analytical tools and techniques to interpret gaps, patterns and trends, assess threat, risk and harm and make recommendations and influence based on analysis in support of senior management decision making, prioritisation and resource allocation.
- Provide strategic analysis and recommendations that will help inform the future development and direction of the department.
- Use inference development to make judgements based on crime intelligence analysis methodology, generating hypotheses to test inference development.
- Collect and evaluate data and information to support the creation of a collection plan, where applicable, and the delivery of analytical products.

## Autonomy

You have the autonomy within the scope of your role to set your work priorities, set realistic and achievable deadlines for yourself and the team. You will be expected to liaise with staff at all levels including investigators, specialist resources and senior managers and provide both expert advice and opinion in relation to both operational and strategic matters relating to the

## Working Together for the Isle of Man

successful delivery of providing data to demonstrate effectiveness across the IOMC departments, Drug Trafficking Unit, ECU and CID.

Where necessary conduct face to face meetings and provide briefing material at Ministerial level when required.

You will report directly to the Director of the PIMLIT, it is expected that you work pro-actively and on your own initiative.

To be successful in the role you bring:

- Excellent organisational and analytical skills with the ability to work to tight deadlines under pressure.
- Solid understanding and experience in shaping and delivering strategy.
- The ability to be a self-starter and able to motivate team members to deliver the key elements of the FATF requirements and Chief Constables Policing Plan specific to identifying, investigating and reducing financial harm across the Isle of Man.
- Management and development of the PIMLIT and ECU performance framework and key performance indicators to inform delivery of the Strategic Plan and quarterly statistical requirements for Moneyval and Cabinet Office AML/CFT Policy Team requirements and inform the Police Strategic Threat and Risk Assessment pertaining to AML/CFT.
- Be forward thinking with a positive problem solving mind-set
- Produce and present analytical findings to investigators, senior officers and partner agencies in a recognised evidential format such as I2 charting, supporting investigations and identifying other intelligence opportunities.
- Attain expert witness status and provide expert witness evidence in Court relating to analytical findings.
- Accountability in relation to recommendations and actions resulting from your analysis at both operational and strategic level
- Attend court and give evidence in support of prosecutions, as required both in civil proceedings and criminal case heard at the higher Court.

Working within the team you will:

- Work co-operatively with team members and colleagues, contributing positively and constructively to the achievement of the Analysis Centre team and the Constabulary aims and objectives.
- Identify and plan training needs, skills gaps and continuous professional development for self and specialist staff identifying immediate needs both now and in the future to maintain a proactive skillset to support and enable effective investigations to be undertaken.
- Continue to improve both awareness and understanding of the external international environment that is relevant to the island anti money laundering regime.
- Gain experience of working with partner agencies at senior executive officer level.
- Maintain accurate records of analytical work undertaken for quality assurance, integrity and disclosure purposes under the Criminal Procedures and Investigation Act 2016.

- Be competent in the use of statistical analysis and research packages and develop recommendations from the results of the intelligence analysis methodology. Research and develop new analytical techniques to support the crime and intelligence analysis functions of the unit.
- Maintain standards of professional practice by ensuring your behaviour complies with the constabulary values and behaviours and organise your own work to meet the demands of the role.

## Management of Resources

You have line management of 4 staff, an analyst, forensic accountant, digital forensic examiner and administrative officer. In addition you will be the point of contact for managing any outsourced work of an analytical or accounting nature including the management of significant financial budget to support such work. Effective use of resources and best value for money are crucial to the role.

To effectively manage your staff and the delivery of your organisational objectives you will:

- Identify and plan training needs, skills gaps and continuous professional development for self and specialist staff.
- Provide specialist analytical and tactical advice to the analytical and forensic accountants undertaking financial crime investigations with the ability to review large volumes of data sets from a range of open and closed sources.
- Provide effective management and support to a small team of specialists within analysis and forensic accounting which will support PIMLIT and ECU operational activity.
- Regularly update your knowledge and attend training events in respect of current developments and innovations for crime analytical techniques and relevant legislation applicable to both your team and where appropriate partner agencies.
- Maintain, review and scrutinise accurate records of analytical work undertaken for quality assurance, integrity and disclosure purposes under the Criminal Procedures and Investigation Act 2016 as both an individual and for your team and provide appropriate advice and guidance as necessary.
- Oversight and management of the training budget specified for staff reporting directly to you and budget allocated to outsourced work.
- Provide localised training and CPD where necessary to enhance and develop your team's skillset.
- Be a role model to 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 a values-led organisation.
- Any other duties as directed by the line manager and commensurate with the grade.

## Competencies

Your competencies and performance are in line with Level 5 of the People Qualities Framework.

## Working Together for the Isle of Man

All staff of the Department of Home Affairs working within the Isle of Man Constabulary are expected to recognise that the everyday business of the Department requires the highest level of personal integrity. Each role holder has a personal responsibility to maintain the confidentiality of all business and to uphold such confidences both in administering the business within and outside of work.

As a member of the Department of Home Affairs working for the Isle of Man Constabulary Financial Crime Teams, the role holder represents the Department and the Constabulary in a wide range of settings. It is expected that they will be a committed ambassador of the Division and the work that it seeks to achieve.

The job holder reports to the Director of the PIMLIT.

The Director, as Line Manager is responsible as 'Reporting Officer' for the implementation of, and compliance with, any departmental provisions for Performance & Development.

**Performance management and improvement**

The role holder has a personal responsibility for participating in any departmental performance and development scheme management.

**Health & Safety**

The role holder is responsible for his/her own health and safety and the impact of his/her actions on others. The role holder will be responsible for identifying any possible risks or near misses to a responsible manager and or the Health & Safety Review Group.

**General Scope**

The job description is intended to be a guide to the general scope of duties and is not exhaustive. It should be reviewed and amended accordingly.

<b>Person Specification</b>		
<b>Attributes</b>	<b>Essential (E) or Desirable (D)</b>	<b>Method of Assessment</b>
<b>Credibility</b> 5 GCSE's at grade C and above, (or equivalent qualifications) including English Language.	E	CV / Checks
A relevant qualification in analysis.	E	CV
Significant and demonstrable recent, relevant experience in an analytical type role within an office environment.	E	CV

Experience of researching and analysing information to include decision making.	E	Interview
Comfortable to make, explain and stand by recommendations made following detailed analysis	E	Interview
Proven experience in preparing and delivering analytical reports, research, analysis and evaluation.	E	CV
Identifies, defines and owns key issues at an early stage whilst actively seeking resolutions	E	Interview
Proven track record of identifying, creating and delivering KPI's and achieving tangible results against strategic business plans	E	Interview
Experience in compiling and delivering presentations across varying staffing levels	E	CV
Experience in leading, supervising, managing a team of staff	D	CV
Developing the team using coaching and mentoring techniques	E	CV
Holds or is willing to undertake an ICA Certificate in Anti Money Laundering	E	CV
Identifies and utilises and implements new information technology to meet the needs of the business	E	Interview
Provide expert witness evidence in Court or willing to undertake training to become an expert witness	E	CV
<b>Capability</b>		
Recent experience of: Altia; I2 Notebook; SharePoint; Mentor; Police National Computer; Clue2; MS Excel Intermediate and Advanced Level; Power BI; Courtroom Skills. Training will be provided where skill gaps exist	D	CV

Understanding and knowledgeable in relation to the international standards for AML/CFT in respect of the Isle of Man context	E	Interview
Ability to work to the highest level of accuracy, with close attention to detail, with minimal supervision.	E	CV
Skilled in using specialist software related to own area of work to extract and interpret large data sets	E	CV
Ability to quality assure intelligence products and negotiate with and influence senior managers based on data and analytical outcomes.	E	CV
Flexibility and the ability to adopt a different approach as circumstances require	E	Interview
A clear and concise problem solver un-phased when resolving long term issues	E	Interview
Reliable team player with a track record of achieving results	E	Interview
<b>Character</b>		
Well organised and able to work independently with strong time management skills	E	CV
Confident, positive, energetic and can do approach to work with well developed verbal and written communication skills and an ability to work without close supervision	E	Interview
Quickly and accurately assimilates information	E	Interview
Commitment to achieving high results and passionate about financial crime	E	CV
Able to remain calm under pressure and adapt to changing demands and circumstances	E	Interview
Provides consistent message and strategic narrative	E	CV
Un-phased when presented obstacles and problems to overcome	E	Interview
Able to be assertive when necessary	E	Interview

<p><b>Circumstances and Interests</b></p> <p>Isle of Man Worker</p> <p>Flexible approach to work as you may be required to attend seminars/conferences and training off Island.</p> <p>SC Security Vetting</p> <p>Clean Driving License</p> <p>Access to own vehicle</p>	<p>D</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p>	<p>Application</p> <p>Interview</p> <p>CV / Checks</p> <p>CV / Checks</p> <p>CV</p>