

Policing Curriculum Lead

JOB PACK

POLICE:NOW
INFLUENCE FOR GENERATIONS



OUR MISSION

Our mission is to transform communities, reduce crime and anti-social behaviour, and increase the public's confidence in the police service, by recruiting, developing and inspiring outstanding and diverse leaders on the policing frontline.

We are working towards a day when every community, whatever the socio-economic background of its residents, can thrive without being fearful of crime. We are looking for talented, committed and mission-aligned individuals who will drive us towards achieving our ambitions.

Police Now trains graduates and career changers with leadership potential to become inspirational police officers and outstanding crime fighters on our National Graduate Leadership Programme and our National Detective Programme. Beyond the programmes our officers are provided with the opportunity to be developed and stretched giving them the best possible chance to progress through the policing ranks and have a lifelong connection with us. Our 120-strong not-for-profit organisation aims to create systemic change; we need highly capable impactful staff to support the recruitment and development of our officers and to cultivate strong relationships with partner forces and the wider sector.

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OUR CULTURE

We hold ourselves and each other accountable for demonstrating **Police Now's Leadership Principles** through our actions every day:

- **Mission, even over everything:** In every choice and every decision we place the urgency of achieving the mission over everything else.
- **Maximum effort, smartly delivered:** We believe that anything is possible through maximum effort, that is smartly delivered.
- **Frontline obsession:** We are obsessed with the work of policing in communities; we measure the impact of our work and examine how our actions and decisions enable policing to best serve the public.
- **Personal responsibility:** We are outstanding role models, taking personal responsibility for making things happen, pushing through the "wall of no"; it is never sufficient to say that it's down to someone else to solve a problem.
- **High standards, exceptional results:** We aim to deliver results to the highest standard and without delay; many people would think the expectations we place on ourselves and on one another are unreasonable.



OUR CULTURE

- **Honest, direct communication:** To help cultivate a high-performance culture we communicate in a way that is truthful and direct; we give and seek feedback in a radically candid way even if that means being uncomfortable in the moment.
- **Challenge and commit:** We constructively challenge one another even when that might be difficult; once a decision is made we commit to that decision wholeheartedly.
- **Value the public's money as a precious investment:** We take seriously that the public and our partners have invested their limited resources in us; there are no rewards for building internal empires.
- **Prioritise and grip:** Leaders make active choices to prioritise what makes the biggest difference and have a grip on the details of what is happening; we constantly look for opportunities to improve our performance and align activities with the mission.



DIVERSITY AND INCLUSION

Police Now touches the lives of the public through our work. In every element of our programmes, our work with forces and partners, and our HQ activities, we want to ensure that demography does not equal destiny. It is important that our workforce reflects the communities that we serve and are empowered to contribute their best. We are an equal opportunities employer committed to diversity and inclusion in policing and our Head Office.

What have we done?

- We appointed an Executive Sponsor for Diversity and Inclusion, Joni Ferns (our Chief Operating Officer). We also established a Diversity and Inclusion Board Committee in March 2020, chaired by Sunita Gamblin QPM.
- We utilise an accessibility toolkit within our application system that allow candidates to amend their page view to suit their needs, such as downloading audio files, change language settings, and amend font size and colours.
- We 'blind screen' to help remove potential implicit bias or adverse impact at the screening stages
- We assess genuine commitment and understanding to diversity and inclusivity throughout our recruitment stages.
- Diversity and inclusion is embedded in our performance & promotion frameworks as a key performance area.
- From 2021 onwards we will complete a twice-yearly gender and ethnic pay gap report.
- We measure both the representation and success of underrepresented groups on our programmes and headquarters, and interrogate the data so we can improve.

THE ROLE: THE PURPOSE

Title: Policing Curriculum Lead

Start date: As soon as possible; negotiable

Reports to: Progression Manager / H. of Ambassadors & Alumni

Location: London / National (office working or events expected a minimum of 2 days per week)

Salary range: £43,000 - £53,000 (dependent on experience)

Contract type: Permanent; full-time

Closing date: 31st December (early applicants may have telephone interviews in December)

The purpose of your role

We have developed a brand new one-year Frontline Leadership Programme (FLP) to support talented and diverse officers within police forces to progress through the policing ranks to Sergeant and Inspector roles. The FLP is open to both Police Now Alumni and existing policing officers with a particular focus on those from underrepresented groups (<https://www.policenow.org.uk/frontline-leadership-programme/>). This work is crucial to achieving our mission and supporting forces to build their leadership talent pipelines.

We are seeking a policing and/or curriculum expert with strong learning and training expertise who will help us to demonstrate quality and difference to the policing sector. The Policing Curriculum Lead is responsible for designing the end-to-end curriculum for the FLP, including creating detailed content for face-to-face delivery, online modules, and digital delivery. The content is focused on leadership development, operational excellence in policing and problem-solving, and navigating the promotion process within forces.

The Policing Curriculum Lead does not have direct line management responsibilities, but works within and closely with a medium-sized high-performing team of professionals with programme management, coaching and policing expertise. You will also work closely with the wider Ambassadors and Alumni team, Chief Executive, Chief Operating Officer, Policing & Home Affairs Director, and wider management to deliver the above priorities.

THE ROLE: REQUIREMENTS

What you'll do – the key responsibilities

- **Frontline Leadership Programme end-to-end curriculum and learning:** lead, own and develop the overall curriculum design and curriculum content for the 1-year programme; the curriculum content is currently in its early stages of content development. Responsible for the learning content for face-to-face taught days, online and independent learning, and drawing upon understanding of the National Police Promotion Framework (NPPF) and Police Now specific leadership goals.
- **Blended learning:** responsible for producing high-quality online content as well as face-to-face content, including supporting the design of structures and facilitation.
- **Quality assurance:** create and implement a rigorous quality assurance process at both design and delivery points throughout the programme to ensure high-quality learning and an exceptional experience for our Programme participants; create and maintain effective governance for the curriculum design process, taking necessary guidance from the NGLP and NDP Curriculum teams to ensure this pilot programme is in line with the organisations learning outcomes.
- **Continuous curriculum development and evaluation:** Work closely with teams across Police Now to deliver best practice and use new innovative techniques to support the progression and leadership development of our officers; evaluate participant feedback and outcomes, and ensure data and evidence-based decision-making is a core part of our curriculum development.
- **Operational delivery:** be a visible leader for the FLP and progression work, including attending teaching days as a facilitator of trainer alongside team members. This may include leading specific sessions or hosting training days.
- **Stakeholder management:** on occasion, liaise with senior stakeholders in forces and sector partners such as senior officers and the College of Policing, with the support of our expert Policing & Home Affairs team.
- **Internal training:** deliver informal training for support roles on the FLP, i.e., our coaches and development officers who coach participants, and programme management staff, to increase understanding and knowledge of the curriculum.

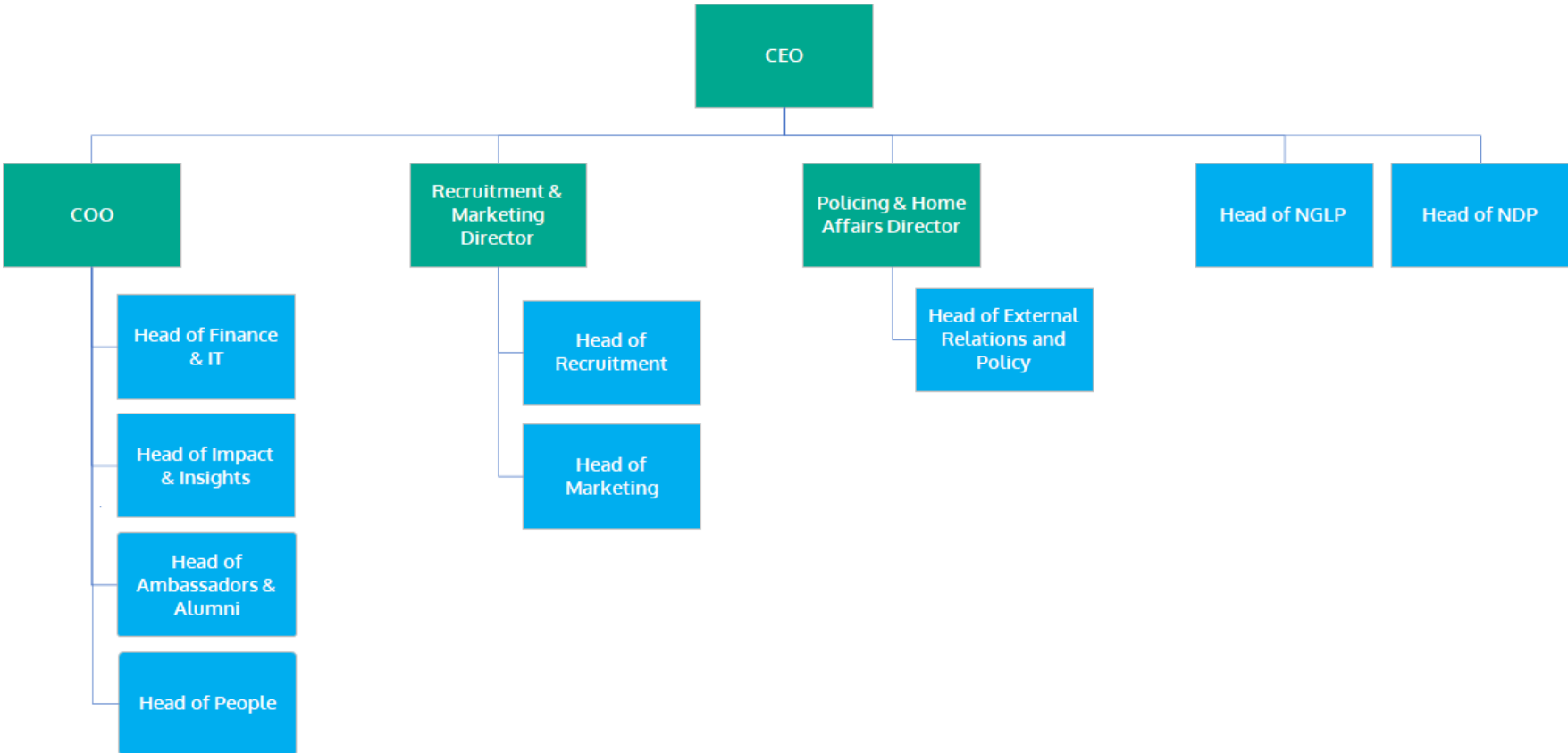
THE ROLE: REQUIREMENTS

What you'll need – the person specification:

- A strong understanding of the UK policing sector and a proven interest in crime and links to deprivation; direct exposure to the policing sector and knowledge of the NPPF / policing promotion processes is desirable
- Demonstrable curriculum expertise with strong adult learning experience and curriculum design principles or an operational policing background with a thorough understanding of learning and development
- Experience of designing and delivering learning or training programmes at scale at a regional or national level across a range of participants and learners; experience of learning & development and leadership programmes is an advantage
- Experience of designing both online and in-person learning experiences (ideally for busy professionals)
- Good project management skills and experience working on a number of different pieces of work simultaneously, including managing risks and timescales
- Strong operational / classroom delivery experience, with an ability to facilitate, teach, lead and present in person and digitally; strong interpersonal skills required
- Demonstrated senior management experience; customer relationship experience is desirable but not essential
- A genuine commitment to diversity and inclusion in the workplace and in policing
- High proficiency in MS Word and PowerPoint
- An ability to advise on a strategic departmental level as well as day-to-day operations; experience of working successfully in a changing organisation where flexibility, agility and adaptability are essential
- A strong academic background and policing teaching experience is an advantage

THE ROLE: TEAM STRUCTURE

This position will fall within our Ambassadors & Alumni department, which sits within the Chief Operating Officer directorate. The current organisational structure is set out below for your information.



HOW TO APPLY

How to apply - please [click here](#) and submit your application

What you can expect from our hiring process

The process may vary slightly to test for specific requirements, however you should expect the following:

- Submission of your CV and an application form
- A short telephone interview
- One or more face-to-face interviews

Please note that during the pandemic, some interviews may be conducted on Microsoft Teams.

Application deadline – interview dates:

31st December (some telephone interviews may take place in December for early applicants)

Need further help?

If you have any questions contact us by emailing careers@policenow.org.uk.

We view workforce diversity as a business imperative and strongly encourage applicants from all backgrounds and walks of life, particularly those who identify as an ethnic minority in the UK.

OUR BENEFITS



Holiday & parental leave

- 27 days of annual leave plus bank holiday
- One month paid sabbatical after five years' service
- Competitive parental leave after 1 and 2 years' service



Flexible working

- Hybrid working model with both work from home and office working opportunities
- Opportunity for flexibility around core working hours 10:00-16:00 where required



Health and wellbeing

- Monthly mental health coaching sessions
- Award winning Vitality Health insurance including access to an Employee Assistant Programme, and an array of health, gym, food and hospitality discounts
- Free VDU eye test
- Access to Occupational Health support assessments



Learning and development

- Access to a central fund to support personal development and training
- Diversity and Inclusion training
- Regular Lunch and Learn sessions



Community and Events

- Twice yearly All Staff Away Days
- Access to staff affinity networks
- Monthly All Staff 'Forum' to discuss organisational performance and strategy



Pay and pension

- Clear and competitive salary structures, split by band, across the organisation.
- A pension with 5% employer contribution, with a 3% employee contribution