

NORTH WALES POLICE AUTHORITY--- POLICY OFFICER.

POLICE AUTHORITY OFFICE, POLICE HEADQUARTERS, COLWYN BAY

Salary scale POA (£27,582 - £29,844 per annum)

Applications are invited for the above post, the overall purpose of which is to advise the Police Authority on matters relating to planning, performance and policing policy, and to prepare, implement, monitor and review consultation and engagement with the general public and public individuals and bodies.

The role requires applicants who can demonstrate (with evidence) skills in the following areas:

1. Educated to degree level or equivalent, or possess an equivalent amount of relevant proven experience.
2. Experience of undertaking community engagement.
3. The inter-personal skills and **integrity** necessary to gain and sustain the confidence of Members and Officers of the Authority, the Force, Partner Organisations and the Community.
4. Experience of planning and performance monitoring. Excellent organisational skills with the ability to prioritise and meet deadlines in **a high pressure environment**.
5. Excellent communication skills, commensurate with the requirements of the post, and experience of presenting information to senior managers.
6. Comprehensive skills in information technology and experience of using IT to publish reports and make presentations to varied audiences.
7. Ability to assimilate and summarise large volumes of data.
8. Previous experience of working in a large organisation **such as a public authority**.
9. Possess an awareness of **issues relating to diversity and equality**.
10. **This is a Welsh Essential post.** The minimum level of Welsh language skill required is Level 5 as defined by the Force Welsh Language Competency Framework (Level 5: Fluent; can provide Welsh Language presentations; can **answer complex or hostile questions in Welsh** to the extent that he/she has the necessary specialist knowledge).

There is a requirement to attend meetings throughout North Wales and sometimes beyond, which on occasions will involve evening meetings. For an informal discussion about the role please contact Kelvin Dent, Chief Executive, on 01492 804780.

Closing date for receipt of application forms is 11 July 2008

For a copy of the full post profile and an application form please contact Karen Smart, HR Assistant, Tel: 01492 804088 or by e-mail karen.smart@nthwales.pnn.police.uk , quoting ref: 53-08

North Wales Police Authority is totally committed to the principles of equality and diversity and welcomes applications from all sections of the community. A no-smoking policy operates throughout the Authority.