

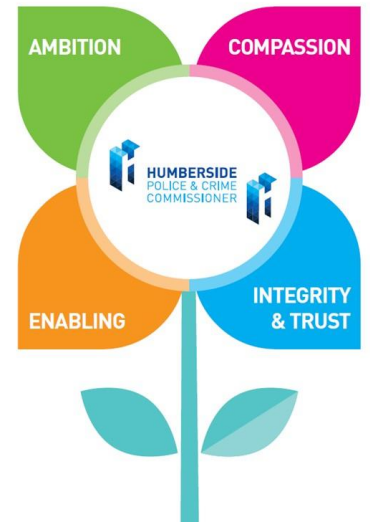
**OFFICIAL**  
**Office of the Police and Crime Commissioner (OPCC)**  
**Job Description**

**Your Job Title:** Partnership Analyst (Community Safety)

**Your Salary and Rewards:** This is a Band D/C post

**Your Contribution to the OPCC will be:** splitting your time between Safer Hull Community Safety Partnership (0.6) and the OPCC (0.4), you will be responsible for the development, implementation and reporting of a range of analytical products.

**Your business as usual will include:**



- Design, develop and implement dashboard reporting systems in Power BI that meet the core information needs of Safer Hull Community Safety Partnership (CSP).
- Provide informed visual products to advise the CSP and OPCC of progress against analysis of national, regional and local trends by using data and information from a diverse range of data sources.
- Produce reports to the CSP, OPCC and wider stakeholders (as directed) that present clear and reasoned findings, making recommendations for change where this is in the best interests of effective or efficient service delivery.
- Create visual products for the public and partners that measure performance against the CSP strategy and the Police and Crime Plan, using Power BI and other products as appropriate.
- Lead the production of the annual Joint Strategic Intelligence Assessment for the CSP.
- Develop effective working relationships with partners and key stakeholders to enable the CSP and OPCC to add value to key groups or initiatives, such as:
  - Humberside Police
  - Relevant local authority departments
  - Other Humberside CSPs
  - Humber Violence Prevention Partnership
  - Safeguarding and youth justice partnerships
  - Humberside Fire and Rescue Service
  - Probation Service
  - Humber and North Yorkshire Integrated Care Board and other NHS partners
  - Academic partners
- Ensure that all analytical products are fully compliant with information compliance and data protection regulations and protocols.

Decision Making	Leadership	Managing Risk
Has restricted financial authority for specific delegated areas of work. Will be required to make operational decisions in the interests of achieving progress against the OPCC Delivery Plan and Police and Crime Plan. May be asked to conduct work delegated	Will engage and work in partnership with a broad range of external and internal partners and stakeholders at a range of levels.	Will identify risks and make suggestions around how to mitigate and manage them.

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directly or on behalf of the PCC / CEO.		
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**How you fit:**

You will be managed by our Commissioning Programme Manager who will provide you with both challenge and support in your role with us.

**Our Values:**

We thought really carefully about our values, and they are owned by everyone.

They are used as the foundation for all we do and a fundamental part of how we undertake recruitment and selection.

There is an expectation that collectively we will strive to achieve great things, enjoy our work, make one another proud, and work with the public in mind at all times.

<b>AMBITION</b>	You will demonstrate a commitment to the highest standards, best outcomes and continuous improvement for all areas of your work and the work of the OPCC.
<b>COMPASSION</b>	You will be a people person and understanding of the vulnerabilities of those we are here to support and the needs of others. You will support and provide help to your team and consider the public in all you do.
<b>ENABLING</b>	You will enable communities and partners to inform your work and the OPCC's wider activity. You will provide the organisation and its partners with the tools to collect, model and present data, maximising overall impact.
<b>INTEGRITY &amp; TRUST</b>	You will always conduct yourself in a way that allows your team, partners and the public to trust you and demonstrate that you trust them. You will challenge where you see potential breaches in trust.

**You will have:**

- A natural fit with our values and your approach to your work will clearly reflect them.
- The ability to extract the most value from Power BI, including the ability to be able to create bespoke Power BI dashboards to support strategic and operational service delivery.
- An understanding of relational databases like Structured Query Language (SQL) with an ability to manage and manipulate data.
- The ability to convert business requirements into technical specifications and determine timelines for accomplishing them.
- The ability to concatenate data from a variety of sources and perform required transformations in Power BI query editor.
- A desire to innovate, try new approaches and learn how to use new and evolving software products.
- Ability to understand and present complex information in a visually appealing manner.
- Excellent verbal and written communication skills, including the ability to communicate complex issues in a simple and easy to understand manner, tact and diplomacy, and the ability to build relationships with stakeholders/partners.
- Excellent numeracy and problem-solving skills.
- Ability to manage a large and diverse portfolio of work with competing deadlines

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- Administration skills – be able to work with a ‘self-administrative’ ethos
- Experience of working within a team in addition to showing capability of being able to work independently where necessary
- A positive ‘can do’ attitude and work at pace
- A passion for our communities across Humberside

#### You may have:

- A Degree or equivalent level education or other relevant professional experience.
- A recognised Power BI qualification
- Experience in using M to prepare data for analysis.
- Experience in using Dax language to aid data analysis.
- Experience in the use of APIs to download data for analysis.
- Experience of working in or with public sector or third sector organisations
- Experience with Machine Learning and Predictive Work
- Experience with Python or R.
- Experience in the use of GIS mapping programs including the use of spatial analysis to generate hot spots and identify current and emerging trends.
- Advanced knowledge of key legislation such as UK GDPR and Freedom of Information acts.

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Our Organisation – Our People

