



INFORMATION FOR APPLICANTS

General

1. The Police and Crime Commissioner's Chief Executive is a statutory officer.
2. The post is a permanent full-time role.
3. The post is a politically restricted post.
4. The salary for the post is £98,000.
5. The closing date for applications is 4pm on Monday 19 August 2024.
6. Information on the work of the Police and Crime Commissioner can be found at <https://suffolk-pcc.gov.uk>
7. To arrange an informal discussion about the role, please contact the Kate Boswell on 01473 782771 or via email katherine.boswell@suffolk.police.uk
8. Completed applications should be returned by email to internalandstaffrecruitment@norfolk.police.uk. If you need to submit your application in hard copy then you should place the monitoring form inside a separate sealed envelope marked with your name and post to Kate Boswell, Office of the Police and Crime Commissioner, Police Headquarters, Martlesham Heath, Ipswich IP5 3QS.
9. The Police and Crime Commissioner supports equal opportunities and would welcome applications from all eligible persons irrespective of gender, race, ethnic origin, religious belief, sexual orientation, marital status, age, disability or any other protected characteristic under the Equality Act 2010.

Selection Process

1. The appointment will be handled by the Police and Crime Commissioner who will be advised and assisted by the Helen Molloy, Director of People and others as appropriate at different stages of the process.
2. Applications will be shortlisted against the person specification as set out in the Comprehensive Role Profile.
3. The assessment and selection process will take place on Tuesday 1 October and Wednesday 2 October 2024 and will be designed firstly to measure the extent to which shortlisted applicants meet the values and competencies within the Competency and Values Framework and as applicable to the post and secondly, to make an assessment of their knowledge of the Chief Executive role and the environment in which they operate. Applicants should make a note of these two dates for their availability. Shortlisted applicants will be advised nearer the time of their precise date for interview.
4. The appointment of the successful candidate is conditional upon references, vetting approval and a statutorily required confirmation hearing by the Police and Crime Panel.
5. Under the Equality Act 2010 we are required to consider the provision of reasonable arrangements that may facilitate your application for this role. Please email internalandstaffrecruitment@norfolk.police.uk if there are any specific requirements that you may have. We will consider whether these arrangements could be put in place.