

PERSON SPECIFICATION – INDEPENDENT CUSTODY VISITOR

<u>Essential criteria</u>	<u>Measured by</u>
Over the age of 18.	Application
No conflicts of interest (those ineligible include serving police officers and staff, special constables, justices of the peace and Police and Crime Panel members).	Application
Must live (or work) within the county of Suffolk.	Application
A good understanding of the English language.	Application / Interview
Effective communication skills.	Application / Interview
Sufficient time and flexibility to carry out the role of Independent Custody Visitor.	Application / Interview
Prepared to visit any location as required.	Application / Interview
Ability to demonstrate an independent and impartial view in relation to all parties involved in the custody visiting process.	Interview
Ability to work with colleagues as part of a team to meet the Office of the Police and Crime Commissioner's visiting programme.	Interview
Respectful and understanding towards others.	Interview
Ability to maintain confidentiality.	Interview
Observational skills given the ability to conduct visual inspections	Interview
<u>Desirable criteria</u>	
Some background knowledge of independent custody visiting and the role of the Police & Crime Commissioner for Norfolk or Suffolk.	Application / Interview
Some IT Skills e.g. Use of basic documents in Microsoft Word & Excel, scanning and emailing of documents, use of PC/Laptop/Tablet and video conferencing.	Application / Interview