

JOB DESCRIPTION

Post: Driver Trainer
Grade: Band E **Job Evaluation Ref:** C87/B236
District/Department: Human Resources
Sector/Section: Learning and Development
Location: OCC, Wymondham/PHQ Martlesham
Reporting to: Driver Training Team Leader

ACTIVITIES AND RESPONSIBILITIES OF THE POST

1. Principal purpose of the role

To provide instruction in the driving of all types of Police vehicle and associated duties, up to and including advanced driver level.

2. Main activities of the role *(This list is not exhaustive)*

- To provide driving instruction to Police candidates on a range of vehicles and in accordance with The College of Policing Roads Policing & Police Driver Learning Programme (RP&PDLP).
- To give effective classroom inputs based upon The College of Policing RP&PDLP.
- To conduct driving assessments to consider the suitability of candidates to drive police vehicles.
- To carry out eyesight testing of nominated Police drivers.
- To ensure that standards of vehicle cleanliness and roadworthiness are maintained.
- To ensure administration and accurate record keeping associated with all of the above duties.
- To have and maintain a knowledge of motor vehicle mechanics and design developments within the motor vehicle industry.
- To carry out skid recognition training.
- To carry out 'off road' driver training.
- To carry out post-police vehicle collision/incident investigation and evaluation, advising and recommending on remedial training or further action.
- To provide driving education to the public by speaking to external groups when required.
- Any other duties that are commensurate with the role and grade as may be requested by line management.

3. Special conditions/Points to note

- a) The purpose of this job description is to indicate the general level of the duties and responsibility of the role, the duties may from time to time vary without changing the general character of the role or the levels of responsibilities.
- b) Unless already qualified on appointment the jobholder will be required to successfully complete the following training courses within the first year of employment in the role: Police Standard Response Driving, Advanced Police Driving and the Police Driver Trainers Course.
- c) Whilst the role is normally based at the aforementioned location, you may be required to work at other establishments across both Norfolk and Suffolk Constabularies as may be reasonably required. Police Staff Conditions of Service will be adhered to in such instances.
- d) All duties must be carried out in accordance with relevant Health and Safety legislation and good practice. A 'No Smoking in the Work Place' policy applies
- e) All duties must be carried out in a manner that supports the Constabularies' commitment to equality and inclusion.

PERSON SPECIFICATION

Post: Driver Trainer

District/Department: Human Resources

Location: OCC, Wymondham

Essential Criteria

1. Qualified to Police Advanced Driver level or successful acquisition within 12 months of appointment
2. Previous experience as a driver trainer
3. Be the holder of an unrestricted Category C1 and D1 driving licence or successful acquisition once appointed
4. Meet the DVLA Group Two higher medical standards in all respects
5. Have a personal attribute of developing and contributing to effective team work
6. Proven ability to work with the minimum of supervision and with initiative and resourcefulness
7. Proven oral and written communication skills, with the ability to speak clearly, concisely and inspire confidence where appropriate
8. Ability to travel to work at other locations as required

Desirable criteria

1. Have, or have had, an effective Police operational background at Advance level
2. Qualified in the Management of Police Pursuits at Tactical level
3. Qualified as a Police advanced rider
4. Qualified as a Driving Standards Agency Approved Driving Instructor