Strategic Command Course (SCC) 2022

Application form



For applications to:

* Senior Police National Assessment Centre (Senior PNAC)
* Senior Police Staff Assessment Process
* External applications to attend the SCC

# Introduction

This application form should be used by:

* police officers applying to attend the Senior PNAC to attain a place on the SCC
* police staff applying to attend the Senior Police Staff Assessment Process to attain a place on the SCC
* those from external agencies applying to attend the SCC

Before you complete the application form you should read the **Application process guidance notes** document. This document should be used during the completion of the application form.

# How we use your data from this form

All the information you have or will provide during the application process and assessment centre (where applicable) supports the administration and assessment of your application, assessment centre attendance and attendance at the Strategic Command Course (where applicable) and the wider monitoring of outcomes for candidates.

The content of the application form and your assessment centre performance will be disclosed to those involved in supporting these elements where necessary. If your application form is endorsed by your force/organisation, the information provided in this application form and during the assessment centre (where applicable) will be shared with the College of Policing, the directors of the assessment processes for the SCC and relevant organisations who assist in delivering development activities (eg, providing contact details for female candidates to the British Association for Women in Policing [BAWP] to provide developmental opportunities).

For those who attend an assessment centre, your application form will be made available to your assessors, who may be from within and external to the police service, at the assessment centre after all exercise grades and marks have been agreed. The assessors will not assess the application form, but they will use it to help understand your career history, experience, and strength and development areas. This also supports your written and verbal feedback.

During the assessment centre (where applicable), data will be collected about the evidence you present during the exercises, including the content of your evidence and the assessors’ evaluation of that evidence. This information is shared with the College of Policing, the directors of the assessment centre and relevant individuals from other organisations who assist in the delivery of the assessment centre and associated development programme (eg, data on the performance of successful candidates is provided to the SCC team to develop the content of the course).

Your assessors will produce a feedback report which details your performance in each exercise and an overall summary of your performance. This feedback report is provided to you after the assessment centre. The full feedback report is provided to the nominated assessor from your group who will facilitate your verbal feedback session and to your chief constable, or equivalent.

For external applications, the application form may be used as part of a selection process.

For those who go on to attend the SCC, the application form, assessment centre results and candidate feedback report (where applicable) will be made available to members of the SCC team to assist with your career development. It is possible that this information may also be passed on to relevant audiences involved in the promotion of chief officers in the future, but only for the purpose of chief officer selection and with your permission.

The information you provide will be held by the College of Policing for the purposes outlined above. We operate in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018 (DPA 2018).

We collect and process personal information about you to administer and facilitate our SCC selection and assessment process. Under data protection legislation, this is conducted under the lawful basis of public task.

We may also process special category data. This includes data relating to your health, to provide you with reasonable adjustments. Your reasonable adjustment will be identified as a requirement through notification on the biographical monitoring form. We also ask you to voluntarily provide biographical and equality monitoring data. We use this information to help us meet our obligations under the Equality Act 2010 and to promote equality of opportunity or treatment. We process this information in line with Article 9 (2) (g) for reasons of substantial public interest.

Your personal data is processed only in the ways described. From time to time, it may be used to form high-level, anonymised statistics. This may include categories of low numbers.

Your information will only be held in an identifiable form for as long as is necessary by the College of Policing and in accordance with our retention schedule.

You have certain rights regarding your personal data. For more information about your rights or for additional data protection information, please see our [full privacy notice](https://www.college.police.uk/privacy).

# The application process

Applicants should use the checklist below to ensure all steps of the application process are completed. It is important that applicants allow sufficient time for all stages to be completed before the application deadline. The application windows are:

**Friday 7 January 2022 – 11.59pm on Thursday 3 March 2022**

for those applying to attend Senior PNAC or the Senior Police Staff Assessment Centre May 2022 to attain a place on the next SCC 2022.

**Up until 11.59pm on Tuesday 31 May 2022**

for external applicants applying directly to the SCC 2022.

The form should be completed electronically, including the declarations, and then submitted electronically. The fully completed application form and biographical data monitoring form should be submitted electronically by the application deadline. Applicants will receive confirmation of the receipt of their form within 5 working days of submission. If confirmation has not been received, then applicants should raise this with Selection and Assessment.

## Applicant

* Refer to the **Application process guidance notes.**
* Fully complete the application form, including the electronic declaration.
* Forward the application form to your chief constable (or equivalent).

Complete the biographical data monitoring form and submit to SeniorSelection@college.pnn.police.uk using the subject
‘OFFICIAL (SECURE): SCC Bio Form [Applicant Name]’ by the application deadline.

## Chief constable (or equivalent)

* Refer to the **Application process guidance notes.**
* Complete the chief constable’s (or equivalent) structured reference, including the electronic declaration.
* Submit the application form as a PDF to SeniorSelection@college.pnn.police.uk using the subject
’OFFICIAL (SECURE): SCC Application [Applicant Name]’ by the application deadline.
* Retain a copy and send the applicant a copy of the completed form.

# Section 1: Personal details

## 1.1: Applicant details

|  |  |
| --- | --- |
| **First name:** | **Last name:** |
| **Preferred name:** |
|  |
| **Current job title:** |
| **Force/organisation:** |
| **Substantive rank/grade:** |
| **Temporary/acting rank/grade (if applicable):** |
|  |
| **Work email address:** |
| **Preferred contact number:**  |
|  |
| **Vetting:** Provide the highest level you have undergone and confirm its validity. |

## 1.2: Entry route to the SCC

|  |  |
| --- | --- |
| Police officer application for Senior PNAC | [ ]  |
| Police staff application for Senior Police Staff Assessment Process | [ ]  |
| External application to attend the SCC | [ ]  |

## 1.3: Assessment centre availability

The assessment centres will take place in May 2022. Please indicate your preferred assessment date below by rank ordering the intake dates. While we will try and allocate your preferred dates this may not always be possible so please protect all available dates until your allocation is confirmed by the end of March 2022.

|  |  |
| --- | --- |
| Thursday 5 to Saturday 7 May 2022 |  |
| Monday 9 to Wednesday 11 May 2022 |  |
| Friday 13 to Sunday 15 May 2022 |  |
| Tuesday 17 to Thursday 19 May 2022 |  |

# Section 2: Career history and professional development

## 2.1: Career history

### 2.1.1: Please provide full details of your three most recent roles

|  |  |
| --- | --- |
| **Current role title:** | **Force/organisation:** |
| **Start date (mm/yyyy):** | **End date (mm/yyyy):** |
| **Please provide a brief description of your role, including your major achievements:** |
|  |

|  |  |
| --- | --- |
| **Previous role title:** | **Force/organisation:** |
| **Start date (mm/yyyy):** | **End date (mm/yyyy):** |
| **Please provide a brief description of your role, including your major achievements:** |
|  |

|  |  |
| --- | --- |
| **Previous role title:** | **Force/organisation:** |
| **Start date (mm/yyyy):** | **End date (mm/yyyy):** |
| **Please provide a brief description of your role, including your major achievements:** |
|  |

### 2.1.2: Please provide details of your relevant career history

|  |  |  |  |
| --- | --- | --- | --- |
| **Start date (mm/yyyy)** | **End date (mm/yyyy)** | **Rank/grade** | **Force/organisation** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## 2.2: Qualifications and training

### 2.2.1: Please provide details of your relevant academic attainments, academic qualifications and any further training courses

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates** | **Course provider** | **Subject/course** | **Qualification/level** |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
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|  |  |  |  |

### 2.2.2: Please provide details of any relevant professional qualifications, including membership of any professional bodies, public appointments, external secondments, national representation, policy making or improvement work, involvement in evidence-based practice and publication of works

|  |
| --- |
|  |

## 2.3: Career development

### 2.3.1: Please describe how you have approached your personal and professional development in the last two years.

|  |
| --- |
|  |

### 2.3.2: Please describe how you will contribute to the SCC and how it will contribute to your continuing personal and professional development.

|  |
| --- |
|  |

## 2.4 Previous attendance at the assessment processes for the SCC

### 2.4.1 Have you previously attended the Senior PNAC or Senior Police Staff Assessment Process?

[ ]  Yes

[ ]  No

### 2.4.2 If yes, please state which year(s):

|  |
| --- |
|  |

### 2.4.3 If yes, please outline the key areas of development identified at your most recent attendance and outline the actions taken to address these development needs.

|  |
| --- |
|  |

# Section 3: Statement of readiness

## 3.1: Statement of readiness to contribute to and benefit from the SCC and in time, having addressed key development areas, of being an effective chief officer (or equivalent).

Please provide a statement of readiness, considering how you have demonstrated the core eligibility criteria and the competencies and values defined at level 3 of the CVF relevant to chief officer (or equivalent) level roles.

|  |
| --- |
|  |

# Section 4: Applicant declaration

[ ] By placing a cross in the above box, I declare that the information contained in this application is correct to the best of my knowledge and belief. I understand that providing false or misleading information may be considered grounds for refusing my application.

**Signed:**

**Date:**

# Section 5: Chief constable’s (or equivalent) structured reference

## 5.1 Core criterion: Substantial and challenging leadership in a significant role

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 5.1.1 Has the applicant demonstrated that they can take personal responsibility when things go wrong? |  |  |
| 5.1.2 Has the applicant demonstrated that they will be able to handle the conflicting pressures, tensions and expectations of a chief officer (or equivalent) role and exercise sound judgement in difficult and challenging situations? |  |  |
| 5.1.3 Has the applicant demonstrated effective leadership including a proven track record of delivery? |  |  |
| If you have answered ‘no’ to any questions above, what development advice can you offer? |

## 5.2: Core criterion: Organisational strategy and business management

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 5.2.1 Has the applicant made positive contributions to the strategic development of their business unit, force or organisation? |  |  |
| 5.2.2 Does the applicant demonstrate forward thinking and openness to change in their leadership style and use this approach to improve service delivery? |  |  |
| 5.2.3 Does the applicant demonstrate sufficient financial awareness and application of financial management skills? |  |  |
| If you have answered ‘no’ to any questions above, what development advice can you offer? |

## 5.3: Core criterion: Valuing difference and inclusion

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 5.3.1 Does the applicant sufficiently demonstrate that they value difference and inclusion within their force/organisation? |  |  |

## 5.4: Core criterion: Values based leadership

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 5.4.1 Does the applicant sufficiently demonstrate that they embrace and role model the values in the CVF? |  |  |
| If you have answered ‘no’ to the question above, what development advice can you offer? |

## 5.5: Core criterion: Policing operations **(Senior PNAC applicants only)**

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 5.5.1 Has the applicant demonstrated a proven track record in policing operations? |  |  |
| 5.5.2 Has the applicant demonstrated sufficient breadth of operational policing knowledge and experience? |  |  |
| 5.5.3 Would you feel confident in the applicant leading and managing a major operation in your force? |  |  |
| If you have answered ‘no’ to any questions above, what development advice can you offer? |

## 5.6 Previous attendance **(applicants who have previously attended the assessment processes for the SCC only)**

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 5.6.1 Are you aware of the development areas identified from previous attendance at the assessment processes for the SCC? |  |  |
| 5.6.2 Has the applicant demonstrated that the development areas have been addressed or are currently being addressed? |  |  |

## 5.7: Overall assessment

### 5.7.1: Please explain what you think are the applicant’s three key strengths

|  |
| --- |
| **First strength:** |
| **Second strength:** |
| **Third strength:** |

### 5.7.2: Please explain what you think are the applicant’s three key development areas

|  |
| --- |
| **First development area:** |
| **Second development area:** |
| **Third development area:** |

## 5.8 Chief constable (or equivalent) declaration

[ ]  **This application is not endorsed**

By placing a cross in the box above, I declare that:

 I have reviewed and evaluated all the available evidence, and based on this I **do not** endorse the application

 I am the chief constable (or equivalent) of the applicant’s force/organisation or have been given authorisation by the chief constable (or equivalent) to make this decision

**Please explain the reason for not endorsing the application:**

**Name:**

**Rank/grade:**

**Signed:**

**Date:**

[ ]  **This application is endorsed**

By placing a cross in the box above, I declare that:

 I have reviewed and evaluated all the available evidence and based on this I consider the applicant to be **capable of contributing to and benefitting from the SCC and in time, having addressed their key development areas, of being an effective chief officer (or equivalent)**

 I am the chief constable (or equivalent) of the applicant’s force/organisation or have been given authorisation by the chief constable (or equivalent) to make this decision

**Name:**

**Rank/grade:**

**Signed:**

**Date:**

**About the College**

We are the professional body for the police service in England and Wales.

Working together with everyone in policing, we share the skills and knowledge officers and staff need to prevent crime and keep people safe.

We set the standards in policing to build and preserve public trust and we help those in policing develop the expertise needed to meet the demands of today and prepare for the challenges of the future.

**college.police.uk**