



# HOPE FOR JUSTICE

<b>Job Title:</b>	Investigator/Evidence Gatherer	<b>Job Category:</b>	Permanent
<b>Location:</b>	West Yorkshire	<b>Travel Required:</b>	Yes
<b>Full UK Driving Licence Required?</b>	Yes		
<b>Job Description</b>	Investigator and evidence gatherer for human trafficking investigations undertaken to support and further the aims of Hope for Justice.		

## Job Purpose:

- To conduct enquiries as directed by the Investigation Team Leader. Such enquiries will involve researching, gathering and obtaining evidence and intelligence by various means including interviewing victims and witnesses and conducting surveillance operations.
- Networking with other stakeholders engaged in the business of anti-human trafficking, or where potential victims of trafficking may access services.

## Accountabilities:

The role holder is accountable to the Investigation Team Leader.

## Key responsibilities:

- Develop networks and engage with stakeholders to identify potential victims of trafficking.
- Using flair and initiative collect all relevant documentation, information or data that is required in an investigation to form an overall picture of the circumstances of the case.
- Accurately gather information, working closely and communicating with HfJ colleagues, law enforcement agencies and non-government organisations, analyzing and interpreting data and bringing any new evidence or intelligence in the enquiry to the notice of the Investigation Team Leader.
- Identify victims and witnesses and obtain accounts using appropriate integrity and compassion for vulnerable victims.
- Advocate on behalf of victims with other agencies.
- Develop and maintain working relationships with multi-agency partners.
- To represent Hope for Justice at meetings and give presentations when required.
- To assist in the delivery of Hope for Justice training.
- To work flexible hours to provide for the needs of victims.
- Complete intelligence reports for forwarding to the appropriate law enforcement agency.
- Completion of HfJ case files including, where appropriate, evidential or disclosure material.
- Respond to ad hoc assignments requested from time to time by managers.
- Ensure harmonious working with all Hope for Justice departments and staff.
- Work at all times in line with HfJ policies and procedures and the wider strategy, culture and ethos of Hope for Justice.



## Experience required/desired:

- Experience in gathering information or intelligence with preference to criminal or civil outcomes
- Experience of presentations and public speaking
- Ideally, experience of working with vulnerable people preferably victims of sexual exploitation, sex trafficking, bonded labour or domestic servitude; or experience of working with sex workers, street based homelessness, refugees, those with mental health or substance misuse issues
- Ideally, experience of conducting interviews and taking statements or obtaining information from victims, witnesses or other vulnerable people
- Experience of surveillance operations
- Experience of working in partnership environments

## Performance Standards:

Competencies are the core skills and behaviours that the job holder is expected to demonstrate. The key competencies for this role are:

- Effective communication
- Team work
- Decision making
- Innovation and creativity
- Negotiating and influencing
- Planning and Organising/Time management
- Problem solving
- Supporting and developing others
- Resilience
- Technical ability

Hope for Justice also expects every role holder to display the following general competencies:

- Organised and methodical
- Ability to work unsupervised
- Discretion
- Integrity
- Quality orientation/attention to detail
- Commitment to self development
- Ability to prioritise own work
- IT skills including word/excel



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