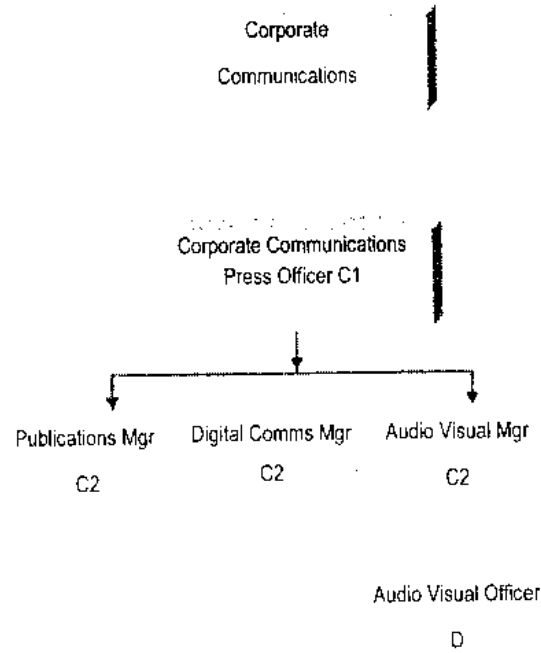


MDP Corporate Services 2015



Pay Scale**Grade** BAND C1**Grade Spinal Point** BAND C1-4-**Spine Value** 37071**Grade Min** 37071**Grade Max** 37071**Grade Spinal Point** BAND C1-5-**Spine Value** 37817**Grade Min** 37817**Grade Max** 37817**Grade Spinal Point** BAND C1-6-**Spine Value** 38930**Grade Min** 38930**Grade Max** 38930**Grade Spinal Point** BAND C1-7-**Spine Value** 40076**Grade Min** 40076**Grade Max** 40076**Grade Spinal Point** BAND C1-8-**Spine Value** 41256**Grade Min** 41256**Grade Max** 41256**Grade Spinal Point** BAND C1-9-**Spine Value** 42471**Grade Min** 42471**Grade Max** 42471**Grade Spinal Point** BAND C1-10-**Spine Value** 42991**Grade Min** 42991**Grade Max** 42991

Grade BAND C2

Grade Spinal Point BAND C2-5-
Spine Value 30424
Grade Min 30424
Grade Max 30424

Grade Spinal Point BAND C2-6-
Spine Value 31036
Grade Min 31036
Grade Max 31036

Grade Spinal Point BAND C2-7-
Spine Value 31949
Grade Min 31949
Grade Max 31949

Grade Spinal Point BAND C2-8-
Spine Value 32890
Grade Min 32890
Grade Max 32890

Grade Spinal Point BAND C2-9-
Spine Value 33858
Grade Min 33858
Grade Max 33858

Grade Spinal Point BAND C2-10-
Spine Value 34856
Grade Min 34856
Grade Max 34856

Grade Spinal Point BAND C2-11-
Spine Value 35285
Grade Min 35285
Grade Max 35285

Grade BAND D

Grade Spinal Point BAND D-5-

Spine Value 24362

Grade Min 24362

Grade Max 24362

Grade Spinal Point BAND D-6-

Spine Value 24853

Grade Min 24853

Grade Max 24853

Grade Spinal Point BAND D-7-

Spine Value 25585

Grade Min 25585

Grade Max 25585

Grade Spinal Point BAND D-8-

Spine Value 26338

Grade Min 26338

Grade Max 26338

Grade Spinal Point BAND D-9-

Spine Value 27113

Grade Min 27113

Grade Max 27113

Grade Spinal Point BAND D-10-

Spine Value 27913

Grade Min 27913

Grade Max 27913

Grade Spinal Point BAND D-11-

Spine Value 28253

Grade Min 28253

Grade Max 28253

Corp Comms

Role Responsibilities

Corporate Communications Press Officer

- (i) Overall management of the Corp Comms Department
- (ii) Manage MDP media-handling on (a) criminal investigations in line with national police force press office standards, and/or MOD HQ Press Office (DDC) standards where appropriate, ensuring liaison and briefing of other agencies especially DDC News and (b) on other MDP issues, to police and/or MOD standards.
- (iii) Manage the editing and production of key corporate publications whether hard copy or digital.
- (iv) Lead on key internal corporate communications developments, including oversight of the MDP magazine and development of MDP Internal Communications channels;
- (v) Overall responsibility for the development of MDP social media presence.

Digital Communications Manager

- (i) Management and development of social media channels in support of operational and corporate requirements
- (ii) Development of MDP presence on Defence Intranet to support internal communications
- (iii) Development of e-publishing to support MDP internal communications
- (iv) Management and development of the MDP recruitment website
- (v) Research and Development of new technologies to support MDP communications

Publications Manager

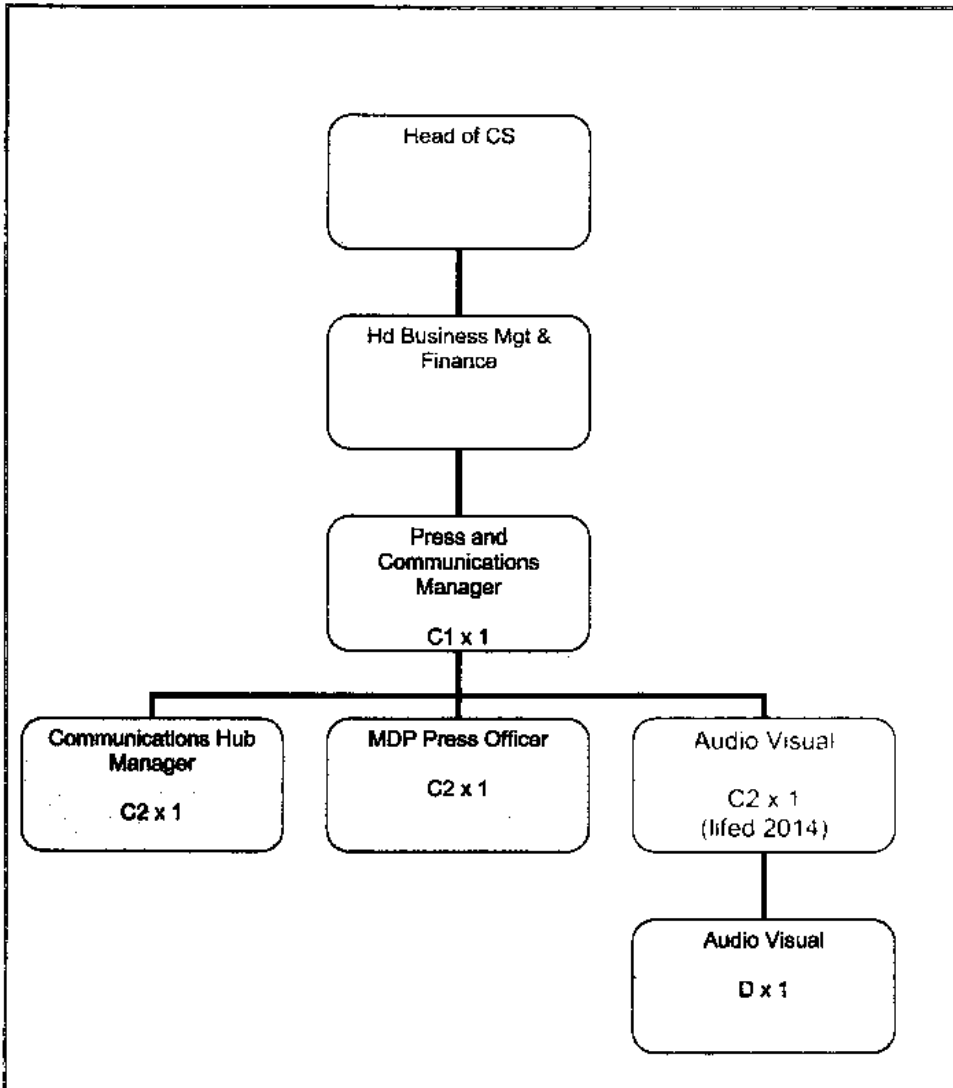
- (i) Manage production of and edit Talk Through magazine and other corporate MDP publications (hard copy and digital)
- (ii) Engage with Senior Leaders in identifying key internal communications messages
- (iii) Advise appropriate channels to disseminate them and work in liaison with Corporate Communications colleagues to manage material intended for publication (eg advise on or arrange imagery or commission graphics)
- (iv) Research and write articles for Talk Through magazine.

Audio Visual Manager

- (i) Management of the Audio Visual Department, including continuing professional development of self and staff.
- (ii) Production of Digital video to meet the operational, training & corporate requirements of the MDP.
- (iii) Manage and acquire quality digital stills photography from units and activities across the Force; for Talk Through magazine, Chief Officer presentations, corporate publications including digital, and for training and other operational support.
- (iv) Support Corporate Conferences and Exercises - to satisfaction of customer and line manager, and to agreed timetables.
- (v) Respond to requests for AV services, providing photographs and video when necessary, in the formats required and suitable for purpose, to customer-agreed deadlines and in a cost-effective manner

Audio Visual Officer

- (i) Acquire and deliver quality digital stills photography from units and activities across the Force, for Talk Through magazine and other high profile corporate publications both hard copy and digital
- (ii) Contribute to the logistics of a busy AV unit, by organising personal and larger team arrangements for AV activities to be undertaken on locations nationally across the Force including TT exercises; training or other image-based projects.
- (iii) Contribute to the successful delivery of AV services to Corporate Conferences and Exercises as required.
- (iv) Day to day responsibility for the through life management of AV digital imaging work stations, equipment, associated location and studio equipment and digital storage.
- (v) Respond to requests for AV services, providing photographs and video when necessary, in the formats required and suitable for purpose, to customer-agreed deadlines and in a cost-effective manner.



Team Roles

Press and Communications Manager – C1

- Senior press officer
- Development of Intranet content management
- Management of Team

MDP Press Officer – C2

- MDP Press Officer

Communications Hub Manager – C2

- Compile and publish in-house magazine
- Intranet news posting

Audio Visual – D

- Photography for magazines, promotional material, internet and intranet
- Video footage for exercises

Corporate Communications

<p><u>Team overview</u></p> <p>Role: Provision of specialist internal and external communications services to the Agency</p> <p>Key Outputs:</p> <ul style="list-style-type: none"> • Media handling • Publicity Materials • Web communications • Audio visual 	<p><u>Staffing Overview</u></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: black; color: white;"> <th style="text-align: left;">Review Phase</th> <th style="text-align: center;">Staff</th> <th style="text-align: center;">% Cut</th> </tr> </thead> <tbody> <tr> <td>2009 Baseline</td> <td style="text-align: center;">10</td> <td style="text-align: center;">-</td> </tr> <tr> <td>HQ Review Team Proposal</td> <td style="text-align: center;">8</td> <td style="text-align: center;">20</td> </tr> <tr> <td>CS/HMIC/CTLB Revision</td> <td style="text-align: center;">6</td> <td style="text-align: center;">40</td> </tr> <tr> <td>HQ Review Reset – CS Proposal</td> <td style="text-align: center;">4</td> <td style="text-align: center;">60</td> </tr> <tr> <td>CS Final Feb 2013</td> <td style="text-align: center;">4</td> <td style="text-align: center;">60</td> </tr> </tbody> </table>	Review Phase	Staff	% Cut	2009 Baseline	10	-	HQ Review Team Proposal	8	20	CS/HMIC/CTLB Revision	6	40	HQ Review Reset – CS Proposal	4	60	CS Final Feb 2013	4	60
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<p><u>Customers</u></p> <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 70%;">MDP</td> <td style="text-align: right;">60%</td> </tr> <tr> <td>MGS</td> <td style="text-align: right;">10%</td> </tr> <tr> <td>MOD Centre</td> <td style="text-align: right;">20%</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">10%</td> </tr> </table> <p>Description: Media handling is almost exclusively provided in support of CID and MDP operations. Also publications provide in-house magazines for MDP and MGS.</p>	MDP	60%	MGS	10%	MOD Centre	20%	Other	10%	<p><u>Service Delivery Risks</u></p> <ul style="list-style-type: none"> • Move from print to electronic media • Future of CID impacting media handling requirements • Future MOD policy for web comms <p><u>Output Stop/Loss</u></p> <ul style="list-style-type: none"> • Dedicated publicity material production • Reduction to video/photography capacity 										
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MGS	10%																		
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Other	10%																		