



HM Inspectorate  
of Probation

## **Short-term placements with HM Inspectorate of Probation**

### **Information Sheet**

#### **Arrangements**

The short-term placement will be linked to a specific thematic inspection for a period of up to seven weeks, spread over a timeframe of three months (please see our advert for the relevant individual inspection timeframe). This arrangement will enable the successful applicant to participate in the inspection process from planning through to report preparation. The precise distribution of days will be subject to agreement, but there is an expectation that the post holder will be available for all the inspection fieldwork.

The role does require travel within England and Wales and overnight stays away from home. Travel and subsistence payments will be made to cover these costs. We will also reimburse the employer any salary costs incurred during the placement.

#### **Duties will include:**

- Inspecting the quality of work with young adults aged 18-20 years in the Probation Service
- Inspection activities including: doing background research, assessing written evidence, assessing individual case records, interviewing staff and managers, interviewing or observing work, analysing data and writing records of evidence.
- Contributing to discussions about inspection findings with colleagues, officials from relevant government departments and others.
- Assisting with delivering presentations on inspection findings to a variety of audiences.

#### **Abilities and skills required:**

- Detailed knowledge and experience of the thematic inspection topic
- Current/recent experience of working with young adults in the probation service or as a probation officer in a youth offending team
- The ability to assess the quality of management oversight

- Able to produce documentation to tight deadlines, and to present material in a succinct and clear manner
- Ability to make well-judged decisions based on evidence.

## **Selection Procedure**

Please provide:

A brief curriculum vitae along with a statement of no more than 500 words demonstrating how you meet the above abilities and skills for the role, evidencing your knowledge and experience of the relevant topic. Please make clear at the top of your supporting statement which inspection you are applying for.

Your CV and supporting statement should be sent by email, headed HMI Probation Short-term placement, followed by the title of the inspection to:

[hmip.enquiries@hmiprobation.gov.uk](mailto:hmip.enquiries@hmiprobation.gov.uk) by **23:59 22 September 2023**

The final selection will be made following interviews to be held on MS Teams on **19 October 2023**