

JESIP Business Support Officer– 1 ROLE AVAILABLE

To ensure representation across the 3 emergency services, this role is open to the following ranks/bands:

- Police – Police Staff – Executive / Project Support Officer or Similar
- Fire – Green Book Staff
- Ambulance – Band 5
- Local Resilience Forum – Equivalent salary or grade as above

Location: Agile, with significant national travel as required.

Salary: As per home service.

Contract type: Full-time, Secondment initially for one year with the expectation of a funding extension to 2 years.

Key Dates	
Closing Date	Sunday 10 th May 2026
Shortlisting Date	Wednesday 13 th May 2026
Interview Date	Week commencing 1 st June 2026, via MS Teams

ABOUT JESIP

The Manchester Arena Inquiry (MAI) highlighted the critical need for a central resource to maintain operational readiness and ensure JESIP principles are fully embedded across all emergency services. The Inquiry demonstrated the consequences of an uncoordinated multi-agency response to high-harm incidents. While JESIP remains a sound concept, findings from several major incidents confirm that, even after a decade, it is only partially embedded across services.

Subject matter experts agree that the correct and timely application of JESIP principles is fundamental to effective major incident response, as well as routine operations. A key success factor in any multi-agency response is the swift and accurate implementation of JESIP at the first response and command levels.

This role plays a vital part in delivering the JESIP Strategy and supporting services in preparation, training, exercising, and assurance activities. It will help ensure JESIP



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principles are consistently applied during multi-agency incidents, including supporting the national Prepare team to embed JESIP in responses to high-risk counter-terrorism incidents.

With approximately 184,000 members of the emergency services, there is a clear requirement for regular training, exercising, and assurance to ensure JESIP procedures are not only taught but effectively implemented to the standard expected by the public, emergency services, and government.

ABOUT THE ROLE

We are seeking a highly organised and motivated JESIP Business Support Officer to join the Central JESIP Team. This role is critical in supporting the delivery of the JESIP Transformation Programme and the wider JESIP Business and Delivery Plan, helping ensure JESIP continues to drive the vision of *Working Together - Saving Lives, Reducing Harm*.

As part of a small, agile multi-agency team, you will provide comprehensive research, organisational and administrative support to the JESIP Strategic Lead and the wider team. The role is varied, fast-paced, and will involve regular engagement with partner organisations across the UK. We are looking for someone who brings professionalism, initiative and strong interpersonal skills, with the ability to manage competing demands while maintaining accuracy and attention to detail.

You will play a key role in enabling JESIP to deliver its national responsibilities by managing correspondence, preparing high-quality documentation, supporting meetings, maintaining effective relationships with stakeholders, and ensuring key information and actions are recorded, progressed and communicated appropriately. You will also contribute to the wider JESIP workstreams including doctrine development, training, exercising and assurance activity, supporting the embedding of joint working principles across emergency response organisations.

You will work closely with the JESIP Team Leader and JESIP Service Practitioners and collaborate with national partners including Police, Fire, Ambulance, NHS, Home Office,



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and wider responder organisations. The role requires agile working, occasional travel, and overnight stays.

This position will be subject to a formal secondment agreement. Applicants must have written support from their organisation confirming release at the earliest opportunity.

RECRUITMENT APPROACH

Our recruitment approach ensures the JESIP Team reflects representation from all emergency services and brings together the necessary skills, experience, and capabilities. A multi-agency benchmarking process has been undertaken to determine the appropriate banding and rank levels for each role.

Given the variation in ranks, roles, and pay scales across services, we encourage applicants to use the listed banding and rank levels as a guide only. If you are unsure about your eligibility, please contact the recruitment lead before discounting yourself unnecessarily.

If you're interested in this role but feel you may not meet every requirement, please don't let that stop you from applying. We value a wide range of experiences and recognise that transferable skills, lived experience and potential are just as important as meeting every criterion.

HOW TO APPLY

We recognise that each emergency service operates its own recruitment and assessment processes. To ensure consistency, we have created an Expression of Interest (EOI) form that requires applicants to provide clear evidence, using specific examples, that demonstrate how they meet the key responsibilities outlined in the role profile. Your EOI should be no more than **1,000 words**.

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If you would like to discuss the role in more detail, please contact **Chris Dingle, National JESIP Delivery Manager**, at **Chris.Dingle@Herts.police.uk** in the first instance.

To apply, please complete the **EOI form** and submit it along with your most recent **CV** to **Chris.Dingle@Herts.police.uk**.