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Force Interviews Competency Values Framework (CVF)

This guidance document has been put together to help you prepare and enable you to give the best account of yourself on the day of your interview.

What is the (CVF)?

The Competency Values Framework which is referred to as the CVF has been developed by the College of Policing. The CVF describes the competencies and values that are associated with effective performance in policing roles. Measures of these competencies and values are termed behaviours. The CVF replaced the Policing Professional Framework (PPF).

Click [here](#) to see more information about the CVF written by the College of Policing

What is the CVF continued..

What are 'behaviours', 'values' and 'competencies'?

- **Behaviours** are the way in which one acts or conducts oneself, especially towards others
- **Values** are beliefs which are important to an individual and which guide and motivate particular behaviours and actions.
- **Competencies** are behaviours (knowledge, skills or abilities) related to effective job performance.

Preparation

The approximate length of your interview will be included within your invite. We recommend you ensure you are aware of the length of time you require to provide an answer.

Know yourself and know your values. These will be assessed throughout your interview.

Consider situations you have encountered in your work, home, education or volunteering roles

Prepare examples to meet each competency/value, which you may be able to use during your interview depending on the questions you are asked.

Preparation

Practice your answer structure to underpin your response - Use a structure which you feel works for you there are many out there but here are some options S.T.A.R , C.A.R.L

Be calm – We appreciate that this is not always the easiest thing to achieve, however there is a lot of help on the internet/YouTube around calming techniques if you feel they would be useful for you

Whilst it is important to prepare for your interview this should be done at a time that is manageable for you so you can present your best self on the day of the interview.

Preparation

Do not listen to rumour and speculation. If something is not clear about the interview then contact the recruitment team

Try not to guess what the interview board want. We do recommend that you prepare examples in advance of your interview, however always be mindful that you are answering the question you are presented with.

Be careful with practise interviews – Whilst this is a good idea make sure you are speaking to people who understand CVF otherwise they may give you good advice but on different frameworks.

WORKING TOGETHER **On the day**

Force interviews comprise of 2 panel members and can be a mixture of Police Officers, Special Constables and Police Staff.

You will be afforded 10 minute preparation time where you will be provided with the questions, pen and paper to make notes to take into the interview. This will be facilitated by the Resourcing team.

Full details of your interview will be contained within your booking confirmation email.

The chair of the interview will make introductions and take you through the format of the interview and check that all the equipment is working if applicable.

The questions will be presented to you for you to refer to ahead of being asked the question.



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On the day

Reasonable adjustments – If you have not already done so we would encourage you to contact the recruitment team to discuss any potential reasonable adjustments. We want to support you by ensuring you have the best opportunity to demonstrate your skills, experience and values.

You will be asked a series of questions about how you have or would deal with a specific situation. This is your opportunity to provide some examples of the key competencies and values that are important for the role you are applying for. You can use examples from both your work and your personal life.



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On the day

The interview will follow a structured format with a set list of questions. These questions are designed to make the process as fair and objective as possible.

You will be presented with a series of questions. You will be asked each question in turn. Each question may have some supplementary points for you to consider when answering the questions.

Express yourself clearly and concisely.

Be specific – remember that you only have a limited amount of time to respond.

Practice - You won't be told to stop mid sentence, however if the Chair of the interview believes you are not answering they may gently remind you. The Chair will assist you with the management of your time. The approximate length of your interview will be included within your invite. Ensure you are aware of the length of time you require to provide an answer.

Common mistakes

Not answering the question- Answered the competency and not the question.

Not the right CVF level - Be mindful of the level you are answering at. Review the Framework and check the level.

Pre-empting the interview board – Do not pre-empt what you think the panel want to hear. The Panel want to hear about you and your behaviours. Remember the CVF is about your behaviours.

CVF ‘Bingo’ – buzz words don’t score - Please don’t try and get as many buzz words in as possible, it is about you answering the question and being authentic in your response, not repeating buzz words from the CVF Framework.

Myths

There is a pre-agreed set number who will pass/fail - We want you all to be successful so there is no set pass or fail numbers.

There are no trick questions - There may be questions that make you think, but we do not put anything in there to trick you, we do want to get the best from you.

Next Steps

Unsuccessful at Force Interview

The force's commitment to any candidate who is unsuccessful at the force interview is to provide feedback within 3 weeks.

Feedback is constructive and is provided to ensure that you have the best opportunity to try again.

Feedback is provided by a member of the interview panel

Feedback is not mandatory but strongly encouraged as it is pivotal to learning



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PURPOSE

- **Work as one; proud to serve**
- **Ambitious operational excellence driven by innovation**
- **Commit to the UN sustainability goals, creating a legacy we can be proud of**

Good Luck

VISION

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everyone*

PURPOSE

- **Tough on crime**
- **Keeping people safe**
- **Putting victims first**