

Girlguiding Job profile

Basic job details	Job Level: G + 7%
Job Title: Senior Technical Analyst - Data	Reports to: Head of Digital Accountable to: Solution Lead
Department: Digital	Directorate: Strategy, Technology and Transformation
Overall purpose of job	
<p>To lead on developing solutions to deliver operational data effectiveness and integrity across the Girlguiding digital and technology estate, ensuring data consistency and accuracy, optimisation and automation of data management processes. This is a hands-on technical role that leads on developing the design and specification of data capture, storage, management, integration, and insight generation solutions, working closely with developers to oversee their testing and implementation. This role will deliver data-focused initiatives for Girlguiding working closely with stakeholders, specialists, product owners and third parties.</p>	

Main areas of responsibility	
<ol style="list-style-type: none"> 1. Responsible for developing and owning the data integration approach and principles, delivering and maintaining key data integration services. 2. Design and define data flows, mappings and potential data exchange automations between systems and processes. 3. Championing and aligning data processing solutions with the broader data strategy, architecture frameworks and data policies. 4. Working with stakeholders to translate organisational needs into defined specifications for data processing solutions. 5. Contributing to the development and maintenance of the overall data architecture and data model. 6. Ensuring new data requirements are investigated and defined appropriately as part of delivering new digital services. 7. Supporting the selection and continuous improvement of data integration and data management technologies. 8. Supporting the development and continuous improvement of research, reporting, and insight solutions such as data warehouse, analysis and reporting solutions. 9. Supporting the implementation of the data management framework and data management processes. 	

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10. Ensuring that all data capture, storage, integration and management processes are robust, secure, and well documented.
11. Responsible for building effective and successful relationships with suppliers and consultants.

Additional information

The role may be required to undertake any other duties that may reasonably be required to fulfil the duties of this post.

Evening and weekend working is not expected to be required for this role. If requested by exception, time off in lieu will be given.

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Person Specification

Criteria	Assessment A, I, T	Essential or Desirable
Skills		
Strong data handling, management and data analysis skills.	A/I	Essential
Able to think in the detail and maintain the bigger picture.	I	Essential
Strong influencing and organisational skills.	A/I	Essential
Ability to build constructive relationships with a broad range of senior internal and external stakeholders.	A/I	Essential
Experience of		
Designing, developing, and implementing data integration and automation solutions.	A/I	Essential
Handling personal and sensitive data within appropriate policy and procedural constraints.	A/I	Essential
Working across multiple stakeholders within a variety of disciplines, teams, and business processes.	A/I	Essential
Translating business requirements into tangible outcomes.	A/I	Essential
Working in volunteer-led, membership or not-for-profit organisations.	A	Desirable
Optimising and organising data to enable analysis and insight.	A/I	Essential
Designing and implementing data management policies and standards.	A/I	Desirable
Knowledge		
Up to date knowledge of data integration technologies and products, including low-code and iPaaS.	A/I	Essential

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A practical understanding of diversity and inclusion at work.	A/I	Essential
Knowledge of best-practice data architecture and data management frameworks.	A/I	Desirable
Academic or professional qualifications in data related disciplines or three years' experience.	A	Essential
Knowledge of current data related compliance and regulations.	A/I	Essential

A = Application Form I = Interview T = Test