Data Analyst (Supporting People)
Level 4, Zone 2

Job Summary

Salary Range: £42,042 - £51,870
Job Level: Level 4 Zone 2
Work Location: 5 Pancras Square, London, N1C 4AG
Hours per week: 36
Contract type: Permanent
Closing date: 11:59 29/10/2023
Interviews to be held: TBC
Alternative flexible working options available / open to discussion

About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study, and visit. Because we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

Data play a crucial role in supporting both people and communities in Camden. Understanding residents' needs requires inclusive data which help bridge gaps and shine light on the most complex social issues without bias or preconceptions. To achieve this vision Camden has recently published its first of a kind Data Charter to ensure that data is used transparently for public good and managed securely and ethically in an accountable way across the organisation.

Domain Focus

The advertised role will support a variety of people-focused services within Camden's Supporting People directorates as well as work to deliver against corporate cross-cutting priorities. You will use data from a wide variety of internal and external sources, carrying out insightful analytics for audiences across various services and various professional roles.

The Role

As a Camden Data Analyst, you will have a body of knowledge and experience in the skills, tools and techniques of Data Analytics and you will apply to this effectively to support us in delivering for the people of Camden.

Analysis and synthesis of data: You will apply basic techniques for the analysis of data from a variety of internal and external sources and synthesise your findings. Your analysis will support both service improvement and wider strategy development, policy, and service design work across the organisation. You will effectively involve a variety of data professionals and domain experts in this analysis and synthesis and will present clear findings that colleagues can understand and use.

Communication: You will communicate effectively with technical and non-technical stakeholders in a variety of roles. You will build strong collaborative relationships with colleagues from frontline to senior leadership and host discussions that help define needs, generate new insights, improve data literacy, and promote data culture. You will be an advocate for the team and can manage differing perspectives and potentially difficult dynamics.

Data management: You will understand data governance and how it works in relation to other organisational governance structures and will be a proactive participant in and promoter of Camden's data governance practices. You will use your experience to manage data, ensuring adherence to standards and maintaining data dictionaries. You will effectively manage risk to privacy in adherence to national legislation and local practices.

Data modelling, cleansing and enrichment: You will be able to either produce or maintain data models and understand where to use different types of data models, developing Camden's business intelligence architecture in collaboration with our Data Engineers and Data Architects. You will also have some understanding in reverse-engineer a data models from live systems. You will have understanding of different tools and industry-recognised data-modelling patterns and standards, comparing different data models, communicating data structures using documentation such as schema diagrams.

Data quality assurance, validation and linkage: You will identify appropriate ways to collect, collate and prepare data as set by the Data Architecture team and Data Engineers. This will involve informing the design of frontend system and surveys to ensure enhanced user experience and data quality. You will make judgments as to whether data are accurate and fit for purpose and will support services in maintaining good data quality through the development of data quality auditing systems. You will define and implement batch cleansing processes where appropriate with limited guidance.

Data visualisation: You will use the most appropriate medium to visualise data to tell compelling stories that are relevant to business goals and can be acted upon. Your work will take advantage of a wide variety of data visualisation tools and methodologies, presenting complex information in a way that is engaging, useful and readily intelligible to a range of audiences such as frontline staff, managers, and senior leadership. You will present, communicate, and disseminate data appropriately and with influence in settings ranging from operational meetings to high profile strategic partnerships.

IT and mathematics: You will apply your knowledge and experience of IT and mathematical skills, including tools and techniques. You can adopt those most appropriate for the environment and always work in a manner that is sensitive to information security. You will use your experience of using a variety of tools such as MS Excel, Qlik, SQL, R, Python, QGIS, Tableau.

Logical and creative thinking: You will respond effectively to problems in databases, data processes, data products and services as they occur. You will initiate actions, monitor services, and identify trends to resolve problems. You will take responsibility for determining innovative solutions and assist with their implementation, and with preventative measures. Your analysis will involve creative interaction with data that takes innovative approaches to generating insight and answering business questions.

Project management: You will apply your knowledge and experience of project management methodologies, including tools and techniques, adopting those most appropriate for initiatives such as the development of new reporting solutions or delivery of statutory returns. You will play a lead role in projects as a Data Analytics expert, collaborating with colleagues in a variety of roles to achieve objectives.

Statistical methods and data analysis: You will understand how and when to practically apply existing best practice solutions. You will use your experience of processing data using statistical techniques such as sampling, regression, averages, clustering to generate insight and answer business questions.

Relationships

The role is managed within Camden's Supporting People Data Team. You will interact with Data Analysts across the team on an ongoing basis and will build and maintain strong relationships with officers in various technical and non-technical roles across the organisation depending on the work. This will require the maintenance of effective working relationships with officers at various levels of seniority, to help inform analysis, provide advice, and encourage improved data literacy. You will also operate within Camden's wider community of data professionals, sharing knowledge and expertise and delivering data analytics to support corporate cross-cutting priorities.

People Management Responsibilities

No formal line management responsibility. However, there will be an expectation that you oversee the work of other Data Analysts in certain contexts and may be opportunities of informal management of other officers.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

This role is not politically Restricted.

Diversity and Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

Agile Working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships; we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,

::::