

Job Profile

Job Title: Lead Data Analyst (Supporting Communities)

Job Grade: Level 5, Zone 2

Salary Band: £58,184 - £67,886

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 plays 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.

About the role

As a Lead Data Analyst in Camden, you will be an accomplished data analytics expert with a body of knowledge and experience of relevant skills, tools and techniques that you are able to share with others and use to implement and oversee data analytics that effectively supports us in delivering for the people of Camden. You will be comfortable leading a substantive team of other data analysts and ensure standardisation of practice, prioritise existing work and propose new projects.

Analysis and synthesis of data:

You will be confident in adoption a wide range of analysis and synthesis techniques which you will set jointly with Principal Data Analyst , and to continually assure, improve and innovate their practices to generate clear and valuable findings. You will communicate to the Principal Data Analyst need for new methods and will assure and review the use of methodology for analysis and synthesis within your area. You will actively participate in the Data Analysis Communities of practice sharing best practices. You will listen to the needs of technical and non-technical

stakeholders and interpret them, working collaboratively to establish clear business questions that enable targeted analytics to deliver actionable insight. You will identify when stakeholder expectations need to be managed and will do so in a collaborative fashion. You will manage active and reactive communication. You will participate in or lead difficult conversations within a team or with senior stakeholders where necessary. Outside of the council, you will represent Camden at professional forums alongside other local and national government bodies and partner organisations.

Data management:

You can ensure data management and governance processes set out by the Principal Data Architect are in place and adhered to for the products and services your team provide. You can ensure data management responsibilities are implemented in your area and training on offer is completed by your team members which enable the execution of data management practices. You can design and implement strategies to enable continual improvement of data management practices and compliance with data governance policies. You can implement strategies to enable continual improvement of data management practices and compliance with data governance policies. will take responsibility for managing data risks, particularly risk to privacy, and for ensuring compliance with local and national regulations. You will author robust documentation, such as Data Sharing Agreements and Data Privacy Impact Assessments, to ensure mitigation of risk to privacy where necessary.

Data modelling, cleansing and enrichment:

You can understand different ways to model data to maximise its use and value. You can ensure data is modelled appropriately to the standard set out by the Principle Data Architect. You can understand a number of data integration tools and patterns, and ensure your teams use the support and training on offer to use the most appropriate methods. You can build relationships with other senior data professionals (in fields such as data architecture, data engineering and data science) to share best practice and continually improve data modelling and integration processes and standards.

Data quality assurance, validation and linkage:

You can show a deep understanding of relevant data sources, tools and systems. You can use appropriate approaches for verifying and validating data and analysis. You can influence senior stakeholders in data approaches. You can coach and mentor others.

Data visualisation:

You can work with Principal Data Analyst on setting the strategy to enable your teams to produce effective and influential visualisations. You can ensure adherence to organisation-wide standards and guidelines and suggest appropriate ways to improve them. You can ensure your

team has the training, skills and support required to produce high quality data visualisations that are insightful and can be acted upon. You will work closely with the Principal Data Analyst on ensuring that the training and support is in place to support the needs of your team. You can implement feedback gathering to support continuous improvement.

IT and mathematics:

You will share your knowledge and experience of IT and mathematical skills with others, including tools and You can demonstrate knowledge and experience of the application of IT and mathematical skills. You will be a recognised specialist and adviser in these skills for your area, including relating to user needs, generation of ideas, methods, tools, and leading or guiding others in best practice. You will work closely with the Principal Data Analyst to ensure that skills relating to application of IT and mathematics is shared across Camden's techniques. You will define those most appropriate for the environment and ensure work is carried out in a manner that is sensitive to information security. You will use your experience of a variety of tools such as MS Excel, Qlik, SQL, R, Python, QGIS and Tableau to define solutions and support colleagues in their use of such tools.

Logical and creative thinking:

You will ensure that the most appropriate actions are taken to resolve problems as they occur. You will coordinate teams to resolve problems and implement solutions and preventative measures. You will identify innovation opportunities that enable more effective use of data and implement solutions that realise value from these opportunities. You can anticipate problems and know how to prevent them in your area. You can understand how problems fit into the larger picture. You can describe problems and help others to do so. You can build problem-solving capabilities in others.

Project management:

You can demonstrate knowledge and experience of the application of project management methodologies. You will work closely with the specialist and advisers in project management, including user needs, generation of ideas, methods and tools, and leading or guiding others in best practice to ensure that you can oversee a portfolio of projects within a data analytics team. .You will use the tools and standards recommended for the project management by corporate function. You will ensure that your teams tasks are transparently managed within corporate tools and your teams priorities are correctly communicated to the rest of the organisation

Statistical methods and data analysis:

You will apply your understanding of statistical methods and data analysis to business problems and oversee the work of others doing the same. You will develop deeper expertise in a narrower range of specialisms and collaborate effectively with data professionals that have

different specialisms. You will start to apply emerging theory to practical situations. You can understand, teach and supervise a wide range of practices, or may have deep expertise in a narrower range of specialisms. You can apply emerging theory to practical situations with. You will engage with other data analysts on cross-Camden projects and innovate with external partners.

Domain Focus

You will lead an exciting portfolio of work aiming to improve the data capabilities across all services within Supporting Communities. This directorate is going through a high-profile transformation programme and is preparing to comply with new legislation that will require an increase in the delivery of timely and high-quality returns to central government and partner agencies. You will lead a team of data analysts embedded within services to understand their data needs, build data capability and co-ordinate a programme of work to increase the use of reliable and purposeful data across the divisions. You will also support key decisions makers by providing the insight and data to support changes and transformational activities across the services. You will work closely with the Lead Data Analyst on ensuring that the data management, analysis and reporting standards align to the Camden-wide strategy. You will work closely with the Lead Data Analyst for Supporting People to ensure that data can be joined-up across the directorates and hence bridge silos.

Work Environment

- Hybrid - from home and up to three days per week at 5 Pancras Square, London N1C 4AG

People Management Responsibilities

- Building and leading our product management team within products and services; hiring a diverse team; setting behavioural standards practice; taking responsibility for professional development of the team and managing performance robustly
- Line management of 4 professionals including product managers, associates, and a web analyst.
- Support more junior members of the team to set the direction of our products and lead colleagues to deliver product strategies

Relationships

The role sits within Supporting Communities Strategy Team and will report to the Lead Data Analyst who has responsibility for ensuring high quality data standards across the whole directorate. You will work closely with officers in various roles involved with the delivery of Housing and Property Management services. This will require the maintenance of effective working relationships with frontline staff to senior leadership; to

help inform analysis, provide advice, and encourage improved data literacy. The Senior Data Analyst will operate as a leader and expert within Camden's wider community of data professionals, supporting wider data analytics to support corporate cross-cutting priorities.

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?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden click [here](#).

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 nonwhite 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.