

# Job Title: Lead Data Analyst (Supporting People)

## Job Grade: Level 5 Zone 2

Salary Band: £58,184 - £67,886

Work Location: 5 Pancras Square, London, N1C 4AG

Hours per week: 37

Contract type: Permanent

Alternative flexible working options available / open to discussion

Anonymised Application – in keeping with Camden’s commitment to inclusion the recruitment to this role is anonymised and supports the objective of reducing the impact of unconscious bias.

### 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. 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

You will lead an exciting and demanding portfolio of work providing data analysis to support Camden’s Supporting People services, across both the Children and Learning directorate and the Adults and Health directorate. You will proactively anticipate and respond to opportunities and risks to ensure that Camden has fully data-enabled Supporting People services across business areas such as Children’s Social Care, Adult Social Care and Education. The work is diverse. It covers adherence to regulatory requirements, delivery of ongoing performance monitoring, ad hoc data analysis, and implementation of emergent technologies. Regulatory requirements include both numerous returns to central government and support to services in preparation for inspection by regulatory bodies. You will lead the co-creation of carefully designed performance monitoring products which empower frontline services, whilst also fostering data culture within out frontline teams. These products will enable robust quality assurance, increase efficiency and ensure that the voice of the people we support is represented. Outside of routine reporting, you will lead on ad hoc data analysis projects that provide actionable insights and inform strategic decision making by senior leadership. We are constantly working to improve service delivery and the analysis carried out by your teams will be crucial in ensuring that this is done in an informed and equitable manner. We are ambitious in our use of data, and you will be responsible for embedding the use of emergent technologies such as Machine Learning and Generative AI in a creative, intelligent, and meaningful way.

### Relationships

The role sits within the Supporting People Strategy Team and will report to the Head of Strategy for Supporting People. The role is also matrix managed by the Principal Data Analyst, as the strategic lead for the Data Analyst profession across the organisation. You will lead a collection of different data teams, each managed by a Senior Data Analyst and focused on a particular business area. You will be on hand to support Supporting People’s senior leadership, sharing your expertise in data analysis in a manner that inspires confidence and effects positive change. Relational working is central to the way that we operate, and you will ensure that your Data Analysts work in a relational manner, embedded in the people-focused services they support in a way that enables them to can anticipate challenges and drives service improvement. You will also ensure that your data analysts collaborate effectively within the wider community of data professionals including Data Architects, Data Engineers, and Data Scientist, as well as with colleagues from a wide variety of other professional disciplines. As one of two Lead Data Analysts in the organisation you will play a central role as a leader within Camden’s community of practice for Data Analysts, ensuring a culture of collaboration and learning. Maintaining strong relationships outside of the organisation is also important. You will establish and maintain relationships with across public, private, and voluntary sector organisations, and interact with various professional networks to both ensure that our services benefit from expertise within the wider professional community and to represent Camden.

## 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.

### *Communication:*

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 Principal 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 you can oversee a portfolio of projects within a data analytics team. You will use the tools and standards recommended for project management by the 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.

**People Management Responsibilities**

You will be responsible for the line management of Senior Data Analysts, each of whom is responsible for their own team of Data Analysts and Associate Data Analysts.

**Work Environment**

The role is based at our offices in 5 Pancras Square, N1C 4AG - with hybrid working supported.

**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.

**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. 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.