



Data Architect

Applicant Information Pack



INVESTORS
IN PEOPLE

Gold
Until 2022

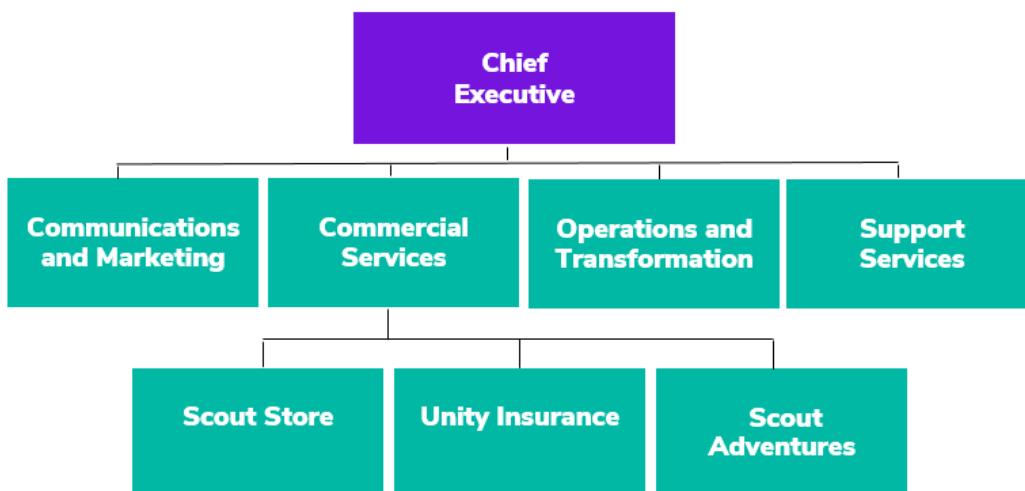
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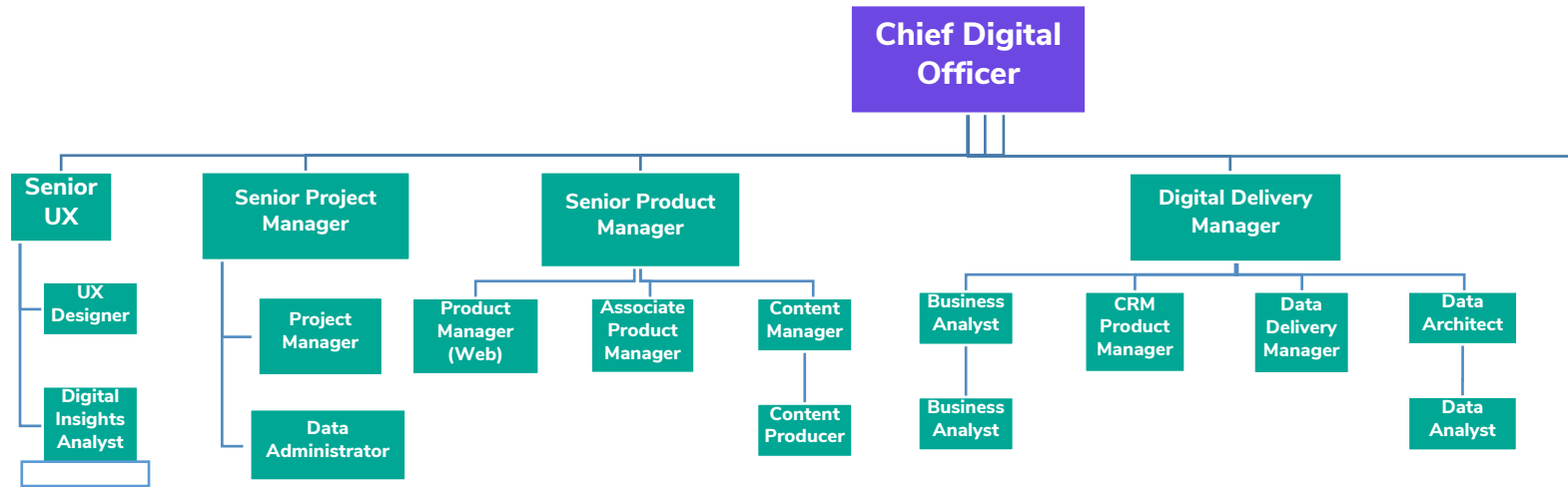
Responsible to:	Digital Delivery Manager
Department:	Transformation Team
Base Location:	Gilwell Park, Chingford, London (with remote working)
Term:	Fixed term contract until end June 2022
Salary:	Up to £70,000
Hours:	35 hours per week
Line Management Responsibility:	Data Analyst

The Scouts Structure

The UK headquarters of the Scouts is based at Gilwell Park, Chingford, London, and is operationally divided into four directorates



Team Structure



Core Purpose

It's an exciting time at The Scouts. Our digital transformation programme is an ambitious part of our Skills for Life strategy which aims to enable Scouts to become a digital first organisation.

We aim to transform the Scouting experience with digital tools and services for our volunteers, staff and young people which are: Easy, Enlightening, Enabling, Engaging, Enjoyable and Efficient.

Our digital principles underline all our work:

- We put people at the heart of everything we do.
- We are bold and open to change.
- We create digital first, responsive and accessible services.
- We use data and insight to drive our decisions.
- We measure, test and learn.
- We engage, collaborate and partner.
- We provide a safe and secure service.
- Our systems are flexible, sustainable and interoperable.

The Scouts recognise the high value of their data assets and are undergoing a journey to better utilise data to serve the organisation's strategic goals. As a Data Architect you will play a critical part in this transformation to a data-driven culture, making key long-term decisions on the implementation of the data strategy as new data management systems and platforms are rolled out to meet strategic objectives.

In this role you will have a unique opportunity to shape the future by raising the profile of data and its value to the organisation. You will work with a variety of stakeholders across internal teams, as well as maintain external relationships and awareness to ensure and maintain the delivery of best practice and build a successful external profile of data management at the Scouts.

This is a unique chance to bring your skills, experience, and passion for high quality data architecture to a growing and prestigious organisation. The digital transformation you help to deliver will support nearly half a million young people every week as they gain skills for life through Scouts.

Key Accountabilities

- Design authority for all data architectures required to support the Scouts systems and platforms, both new and existing, working alongside existing technical architects
 - Implementation of key change projects to support the Data and Insights strategy. The immediate need is to lead the data design work for our new membership system but in the future will be looking at data integrations to build a Master Data view and could be investigating solutions such as a data warehouse / data lake, automated analytics and insights production
 - The embedding of and quality assurance for data architecture documentation and governance processes, e.g.,
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- Data cataloguing
- Data standards
- Data dictionaries
- Data reference architectures
- Providing architectural leadership and expertise in the design of new research and analysis activities
- Finding data solutions to business problems
- Effectively communicating architecture and vision to a range of stakeholders
- Advocate a rational and practical approach to good data architecture and data management
- Line-management of Data Analysis staff

Person Specification

This role demands a confident and experienced individual who is comfortable working in complex multi-system environments, across a variety of projects and activities simultaneously. The Scouts are undergoing major digital transformation and we welcome fresh ideas and the ability to challenge and question the current ways of working. We are looking for a Data Architect who truly believes in the value of a robust and well-designed data architecture and can champion that value, and generate enthusiasm and drive to make change happen.

Experience

This role is a senior member of the Transformation Team and as such will be expected to have evidence of significant skills and relevant experience, including:

- Experience working in a similar role making high level impactful data architecture decisions
- Experience in introducing and leading on the implementation of new systems and processes
- Exposure to data from digital systems such as CRM, CMS, mobile apps, and social media
- Experience communicating and presenting complex ideas to a range of audiences
- Experience working in collaborative Agile teams to deliver digital product outcomes
- Experience within a membership organisation or volunteer data is a plus

Skills, Abilities & Knowledge

- Strong knowledge of current data architecture best-practice, methodologies, tools, and frameworks
 - Strong skills in data modelling, analysis and governance process
 - Strong communication, influence, and negotiation skills, acting as a translator between parties in your field of expertise
 - Strong attention to detail to maintain high quality of data architecture
 - Significant awareness of data compliance and legislation and how that applies to architectural decisions
 - A proven innovative approach to challenge and transform existing ways of working
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- Able to take a pragmatic, evidence-based approach to ensure most appropriate decisions are taken in light of business circumstances
- Able to self-manage, prioritise your own workload and that of others to meet deadlines
- Ability to coordinate and lead, understanding the detail, whilst working in the bigger picture

Values & Personal Qualities

We expect this role to:

- Commit to supporting young people to be their best through the work of the Scouts
- Show a passion for creating solutions with outcomes that meet our users' needs
- Have initiative to pre-empt problems and think creatively to recommend solutions
- Show flexibility, resilience, and willingness to learn at all times
- Ability to create passion and drive momentum in others
- Recognise the importance of a personable and professional approach
- Show an understanding and commitment to promote equal opportunities, safeguarding and diversity

Education & Qualifications

- No formal qualification required, though the candidate will be expected to demonstrate expert understanding of data architecture principles and approaches

Benefits

We've got some great benefits too.

Holiday Entitlement: On top of your generous 25 days holiday we give you up to three extra days off between Christmas and New Year. And that's not all, holiday goes up to 28 days after 2 years' service and 32 days after 5 years' service.

Looking after your health and well-being

Simply Health scheme: Optical, dental and many more appointments covered, as well as great gym and family days out discounts.

Sickness absence: Once you're three months in, we have generous sickness pay, above the statutory.

Wellbeing walks: Scheduled once a month at Gilwell Park, this a great chance to take an hour out of work to walk in the beautiful countryside with colleagues, taking in the fresh air.

Looking after your future

Generous Pension Scheme: We look after your future. We will double your contribution up to a maximum of

10%.

Looking after your family: Your loved ones will receive four times the basic salary if you pass away while employed by us.

Getting to and from work

Car parking: Parking is free at all our sites.

Minibus Service: When working at Gilwell Park, a minibus can collect you at various times from Chingford Station and drop you back at various times.

We are proud to be a family friendly employer

Personal Days: Up to four personal days paid leave a year.

Maternity/Paternity Leave: We pay maternity leave above the statutory minimum requirement.

Start and finish time: Employees can apply for some flexibility on their start and finish times of work.

Making your money go that little bit further

Scout Store purchases: You can buy Scout Store merchandise with a discount of 25% on certain items.

Online benefits portal: Our online benefits portal allows you to tailor make your own benefits package.

Developing yourself and others

Study and volunteer leave: Special leave includes paid leave for volunteering and study leave.

How to apply

Before making an application please ensure that you have read the Recruitment and Selection policy:

<https://scouts.org.uk/media/1009429/Recruitment-and-Selection-Policy.pdf>

You can read more about working at Scouts here: <https://scouts.org.uk/about-us/jobs/working-at-the-scouts/>

We would be grateful if you would also complete the Recruitment Monitoring questions on the Application Form. Our Equal Opportunities policy can be found here: <https://www.scouts.org.uk/por/2-key-policies/equal-opportunities-policy/>

The closing date for applications is Friday 30 July 2021

The interviews will be held via Teams digital platform on 2 August 2021

If you would to discuss the role in more detail, please contact Recruitment@Scouts.org.uk

To submit an application, please use this Smartsheet Link:

<https://app.smartsheet.com/b/form/d10c8aae0a914a83b23640460da8050d>
