ROLE PROFILE: HEAD, DATA GOVERNANCE		Save the Children
Position Title:	Head, Data Governance	
Position ID:	157	

Team	Data & Analytics	Grade	M4
Reports To (Title)	Director, AI, Data and Digital	**Contract Length**	Permanent
Location	Any existing SCI office location	**Time-zone**	Any
Languages	English	**Headcount**	1

Team and Job Purpose

Team purpose

Across all sectors, AI, Data and Digital are critical enablers that help organisations deliver better quality work, based on sound decision making and driving efficiency. This is as important if not more critical in the development sector where every $ counts towards supporting the needs of children. There are many systems and tools across the organisation that are used to generate, store and communicate data and information as well as pockets of capabilities and process that is focused on driving continuous improvement. Alongside this and based on this rich data landscape, Digital Programming or ICT4D (information and communication technology for development) is the application of technology for the delivery of programmes for children. Technology can range from bespoke for a specific purpose, or a standard off the shelf digital tool or application. It may be deployed in the field as part of a program delivery (front office) or form part of the program development cycle (back office). Similarly, it could also focus on an enabling technology required to allow further digital developments e.g. connectivity, infrastructure changes etc. Bringing these together and maximising benefit from evolving AI technologies to support programme delivery, data and analytics, operational delivery etc. in a single unit, drives quality delivery and ensures a fully joined up approach.

To ensure we focus our resource and capabilities in the best way to maximise value, a fit for purpose strategy based on our overarching global strategy is key, enabling us to accelerate on priority areas and balance scale with local needs.

Role purpose

This role is the business owner for the Data Governance topic. They will drive the requirements needed to ensure our data is accurate, reliable, timely, consistent, and useable, while ensuring business unit leaders are clear on what they can do with enterprise data as well as their respective accountabilities for data stewardship.

Data Governance is a critical component of Data and Analytics and is essential to ensure that our data is effectively gathered, stored, processed and exposed of consistently across our Architecture at an SCA level.

Principal Accountabilities

- Lead and oversee data governance processes, ensuring all key business stakeholders are engaged and supported in understanding and utilising our data infrastructure effectively
- Establish and maintain clear expectations for business functions regarding their data governance responsibilities, including maintaining data definitions and ensuring data quality
- Structure and streamline data availability, ensuring that business users have clear and accessible information to make informed decisions
- Chair and manage key forums such as the Product Owners Forum and the Analytics Community of Practice to foster collaboration and shared learning across the organisation

- Take business ownership of cross-functional data products, ensuring that reporting and analytics tools meet the needs of all stakeholders while maintaining data integrity
- Collaborate closely with IT to ensure seamless integration of technical and business aspects of data management products and processes, promoting a unified and efficient approach

Budget

None

People Management Responsibility (direct/indirect reports)

Number of people managed in total: 2
Manager of a team: Yes
Team Manager (manager of multiple teams): No

Size of Remit

Global

Travel Requirements

International travel required: Yes

Percentage of required for travel: Up to 10%

Key Relationships

Internal (excluding direct team and manager)

- Product Owners in each function
- Data & Analytics topic owners
- IT Architecture team

External

- Data Governance and Architecture related vendors

Competencies

Cluster: Leading
Competency: Leading and inspiring others
Level: Leading Edge
Behavioural Indicator: Creates and engages others in a shared vision and strategy that will deliver more for children

Cluster: Leading
Competency: Developing self and others
Level: Accomplished
Behavioural Indicator: Coaches others to learn from their experiences on the job and to use the resources available to them

Cluster: Thinking
Competency: Problem-solving and decision making
Level: Leading Edge
Behavioural Indicator: Identifies and addresses root causes of long-term problems facing the organisation

Cluster: Thinking
Competency: Innovating and adapting
Level: Accomplished

Behavioural Indicator: Builds others' confidence in their own ability to develop new ideas and embrace change

Cluster: Engaging
Competency: Communicating with impact
Level: Accomplished
Behavioural Indicator: Plans and implements multiple strategies for influencing in order to achieve better results.

Cluster: Engaging
Competency: Working effectively with others
Level: Leading Edge
Behavioural Indicator: Opens up hidden areas of organisational disagreement and drives for collaborative resolution

Experience and Skills

Essential

1. Data Governance Expertise: Extensive experience in leading implementation of data governance frameworks, data catalogues, metadata management, and data quality processes.
2. Data Quality Management: Significant experience in ensuring data integrity, accuracy, and consistency across systems.
3. Analytics and Reporting Tools: Extensive experience with various reporting and analytics tools, such as Tableau, Power BI, or SAS
4. Team Leadership: Ability to lead cross-functional teams, offering guidance and fostering a collaborative environment that aligns with SCI's values
5. Stakeholder Engagement: Proven experience in engaging and managing stakeholders from diverse business functions effectively
6. Facilitation: Experience in chairing forums of key technical stakeholders, encouraging shared learning and solutions. Capable of translating complex technical information to actionable, clear summary information
7. Technical-Non-Technical Integration: Ability to work closely with IT to ensure seamless integration of technical and business aspects in data management processes
8. Strategic Vision: Ability to think strategically about data governance on a global scale, setting ambitious and challenging goals for the team. Encourages and applies new and innovative solutions to drive data governance and management efforts

Desirable

- Non-profit sector knowledge/experience

Education and Qualifications

- Experience managing data governance initiatives in large organizations
- Educated to degree level or equivalent work experience

Safeguarding

We need to keep children and adults safe so our selection process includes rigorous background checks and reflects our commitment to the protection of children and adults from abuse.

Level 1: A basic criminal record background (DBS) check is required/equivalent police record check.

Diversity, Equity and Inclusion and Equal Opportunities

Diversity, Equity and Inclusion is core to our vision, values and global strategy. Save the Children is committed to creating a truly diverse, equitable and inclusive organisation, and one which will support us in our vision to ensure every child attains the right to survival, protection, development, and participation.

We are committed to equal employment opportunities, regardless of gender, sexual orientation, race, colour, ethnic origin, nationality, disability, marital or civil partnership status, gender reassignment, pregnancy and maternity, caring or parental responsibilities, age, or beliefs and religion. We are committed to diversifying our staff to better represent the communities we serve and actively welcome underrepresented groups to apply.

Reasonable adjustments will be made should any candidate invited to interview require this.

Version Control and Approval

Version	Date	Author	Reviewer	Approver
1		Roy Hanna	Suzanne Vincent	Michael Koutstaal