

YOUR NEW ROLE AT THE TRUST

JOB TITLE:	Senior Business Analyst	PAY BAND:
FUNCTION:	Technology	Support Delivering
THE TEAM:	The Enterprise Architecture and Business Analysis team at the King's Trust is the strategic bridge between technology and the organisation's mission.	Specialist/Managerial Technical Lead/Function Head Senior Leadership Team

WHERE YOU WILL FIT

CEO	Chief Technology Officer	Head of Business Technology	Enterprise Architect	Senior Business Analyst
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HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

Alongside you, the team of business analysts will have the opportunity to work on a range of projects across our different portfolios. We are here to support Young People to succeed by providing efficient and effective technology that enables exceptional delivery.

WHAT WILL YOU DO?

-  Lead and support business analysis efforts across multiple projects, ensuring timely delivery and high-quality outcomes.
-  Work closely with stakeholders to elicit, analyse and document business requirements, ensuring alignment with strategic goals.
-  Identify inefficiencies and recommend process enhancements for optimisation with the relevant supporting documentation.
-  Lead business case definition.
-  Work closely with the change and transformation team, to support the delivery of medium to large scale projects.
-  Lead the high-level scoping of business analysis needs for new projects to assist in defining and prioritising the strategic delivery roadmap.
-  Work closely with the design, development and test and application support teams to support service's backlog prioritisation and turn business needs into functional specifications.
-  Provide input into high level scoping across all other portfolios to ensure the impact on core business services is understood and provide input to the architecture function in defining solution.
-  Contribute to the development of the Business Analysis Community of Practice with processes and templates that meet the needs of different ways of working needed for the different portfolios.
-  Guide junior business analysts, share best practices and foster a continuous improvement environment.
-  Work with the Data and Analytics team to leverage insights that support decision making.
-  Evaluate risks, dependencies and impacts of proposed solutions on business operations.
-  Quality Assurance major analysis deliverables across portfolios, providing effective critique to ensure the best results.
-  Responsible for actively contributing to an equitable, diverse and inclusive workplace.

THE SKILLS YOU'LL BRING

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

Skills & Knowledge	Why do we need this?
Exceptional business analysis skills including requirements engineering, business and technical modelling and technical documentation.	These are the core elements of the BA role, so you need to have exceptional abilities as a practitioner to allow you to advise across the technology portfolio.
Strong project delivery skills including knowledge of both waterfall and agile methodologies.	You will help define project scope and approach as well as helping others move projects forwards and avoid common challenges.
Strong problem-solving skills.	You will work across multiple projects and initiatives to identify dependencies, constraints and find practical solutions.
Experience	Why do we need this?
Significant experience acting as a Business Analyst on complex, cross-functional projects working with business users as well as technical colleagues.	As a Senior BA you will be expected to lead complex projects as well as providing oversight to others.
Experience of performing Business Analysis for both system changes as well as major systems replacements.	We have a number of major change initiatives planned, which will require BA leadership.
Proven ability to negotiate and interact with staff and suppliers at all levels.	You will need to link people together & share ideas between different levels of technical expertise and seniority.






WE WOULD LOVE IT IF YOU COULD DO THIS

Experience	Why do we need this?
Experience operating in the third sector.	To provide insight into the unique considerations of the sector.
Experience setting up a Community of Practice for colleagues who you do not line manage.	To assist in your contribution to the development of the BA community practice.
Skills & Knowledge	Why do we need this?
Knowledge of Fundraising and Finance systems.	We have major transformation projects coming up in these areas.

WHAT DO WE EXPECT FROM YOU?

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.

 <p>Inspiring We lead by example</p>	 <p>Approachable We are open minded and value diversity</p>	 <p>Empowering We enable positive change</p>	 <p>Non-Judgemental We focus on the potential, not the past</p>	 <p>Passionate We are absolutely committed to supporting young people</p>
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Here at The King's Trust, we're committed to equality, diversity and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity and perspective. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by KT CAN (our Cultural Awareness Network), KT GEN (Gender Equality Network), KT DAWN (Disability & Wellbeing Network) and Pulse (LGBTQIA+ Network). For more information, [click here](#).

OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works at a specialist/managerial level, we would expect that you live these behaviours.

Leading by Example	Continuous Improvement	Effective Communication	One Team	Delivering Results
<p>You inspire others through a passion for what we do You keep young people and our end goal in mind You build trust in others through reliability and holding self-accountable for success Resilient in the face of challenges, not taking constructive criticism personally You're authentic and bring unique talents to work, encouraging others to do the same You role model integrity and act according to our Values</p>	<p>You champion change initiatives and help others see the benefits and opportunities You take an entrepreneurial approach to improving how we do things You seek opportunities to enhance your own development and build expertise You role model a positive and constructive approach to giving & receiving feedback You support others in adapting to change</p>	<p>You're approachable, clear and assertive You cascade important and relevant information to others clearly and swiftly You treat people as individuals, tailoring communication and influencing style accordingly You communicate difficult messages and challenge others' thinking effectively You listen to and empathise with others to understand the root of situations before responding</p>	<p>You role model effective and mutually supportive teamwork with colleagues You manage the expectations of others, gaining buy-in where required You share knowledge and information You build and invest in relationships across The Trust You use awareness of how your own team fits within the wider organisation to find solutions</p>	<p>You translate The Trust's long-term vision and strategy into actionable plans & targets You take responsibility for making and implementing logical, data-based decisions You're flexible and responsive as priorities and requirements change You seek solutions and solve problems, empowering others to do the same</p>

THE WELFARE OF OUR YOUNG PEOPLE

The King's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment, we undertake basic disclosure checks per the Codes of Practice for all roles within The Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.