



Job title:	Senior Data Analyst
Location:	Remote working in the UK
Responsible to:	Data Lead
Salary:	£42,000
Contract type:	Full-time, 37 hours a week
Closing date:	Sunday 18 February 2024 at 23:59
Interviews:	We will be interviewing on a rolling basis, so please apply as soon as possible

Who we are

Speakers for Schools is the largest social mobility charity in the UK. We help to level the playing field between state and independent schools by giving all young people access to the same prestigious networks available to the top fee-paying schools.

We believe that by inspiring young people to explore their ambitions through our speaker programme, facilitating access to multi-day experiences of the world of work, and supporting young people to successfully seize opportunities available to them, then we can make a profound difference to the lives of young people, their future happiness and prosperity.

By 2028, our ambition is that every young person in the UK has access to high quality work experience. Yet today, less than half of young people leave secondary school having had any work experience whatsoever.

Role Summary

The Senior Data Analyst will join the Product team within the charity. The roles' purpose is to create, lead and manage our data structure, reporting, analysis, provision of insight and quality of the data we hold and provide. Ensuring the business can operate with tangible, accurate and understandable data. The role will be liaising with business stakeholders to ensure reporting requirements are captured met, while working with the product team to ensure we can sustain and meet our longer-term strategy.

This is a newly created role and you'll be joining at an exciting time for the team. We are intrinsically enterprising, collaborative and delivery-minded, and have massive ambition to support our business workflow using some of the most sophisticated systems of any organisation in our sector. If you're the right person, you could play a key part in achieving

this and so directly contributing to the impact that we're making on social mobility throughout the UK and beyond.

Key Duties / Responsibilities:

- Develop, maintain and evolve customer dashboards for the different departments across the charity.
- Work with other disciplines to ensure all ideas, requirements, approaches, best practices and solutions are considered and implemented where applicable in line with product strategy.
- Implement continuous improvement through seeking feedback from all team members and stakeholders.
- Provide support and mentoring to other team members.
- Help shape, analyse and report on business and technical KPI's.
- Processing of sensitive and confidential data and information according to guidelines.
- Managing and designing the reporting environment, including data sources, security, and metadata.
- Supporting initiatives for data integrity and normalisation.
- Training end-users on new reports and dashboards.
- Providing technical expertise in data storage structures, data mining, and data cleansing.
- Develop and maintain ETL processes through Azure Data Factories (ADF).
- Support ongoing changes in data with respect to integrated platforms and ensure their continued function.
- Data analysis – analysing both internal and external data to provide intelligence to help the Charity to focus on its delivery and funding effort. Working with the Salesforce System Manager to improve the quality of data captured.
- Marketing processes, data segmentation and campaign reporting. Working with the marketing team to help set up data processes for marketing campaign selections and reporting.
- Insight – the analysis of our data and production of accurate data-based intelligence to assist the charity in strategic decisions/improvements in processes.

***Note:** This job description is intended to convey information essential to understanding the scope of the role. It is not intended to be an exhaustive list of responsibilities and duties required*

Skills / Experience / Knowledge:

Essential

- Experience working as a Senior Data Analyst or Data Analyst.

- Ability to work with stakeholders to assess potential risks
- Ability to analyse existing tools and databases and provide software solution recommendations.
- Has strong experience working in report creation, modelling, and trend forecasting. A suitable candidate will have a background knowledge in SQL.
- Able to demonstrate the ability to create, troubleshoot, and enhance the use of business data.
- A background of a strong understanding of key business systems, reporting and analytics.
- Experience of working with sensitive and confidential information. Knowledge of data protection and GDPR processes.
- Experience and knowledge of utilising PowerBI.

Desirable

- Experience with customer data platforms.
- Experience with marketing automation platforms.
- Experience of working with Google Analytics would be an advantage.

Speakers for Schools Values

PASSION:	We are committed to levelling the playing field for young people across the UK, creating social mobility and tackling disadvantages.
AGILITY:	We challenge our ideas of what is possible in order to better meet the needs of those we support. We are human, make mistakes, learn, evolve and adapt.
INTEGRITY:	We act with empathy and bring our authentic selves to work every day. We value and respect the talent, time and intentions of those we work with.



COLLABORATION: We are one team with one mission and only by working together can we deliver better outcomes for young people. We support each other unconditionally and feel motivation in shared success as well as individual progress.

DIVERSITY: We know it takes people with different ideas, strengths, identities, interests, and cultural backgrounds to make our organisation succeed. We encourage constructive debate and critical friendship.

Benefits offered at Speakers for Schools:

- 25 days annual leave plus bank holidays
- Morning of your birthday off
- Pension scheme
- 3 voluntary days per year
- Wellbeing programme
- Enhanced maternity/paternity/adoption package
- Subsidised office furniture
- Perkbox
- £500 a year training allowance

Diversity at our core

Speakers for schools is committed to an inclusive and accessible recruitment process and encouraging equality and diversity among our workforces. As a Disability Confident Employer, we acknowledge that some candidates may require additional support to overcome barriers experienced during the application process. If you require any reasonable adjustments to support your application or interview, please reach out to us via recruitment@speakersforschools.org

The Application Process:

Please apply as soon as possible by submitting your application through our [recruitment portal here](#).



The deadline to submit your application is **Sunday 18 February 2024**. Please note that we reserve the right to close this advertisement early if we receive a high volume of suitable applications

We will be interviewing on a rolling basis, so please apply as soon as possible.

Speakers for Schools is committed to safeguarding the young people we work with and expects all staff members to share this commitment. Appointees are subject to a DBS check. Having a criminal record will not automatically exclude applicants. You are also required to have the Right to Work in the UK for this role.

If you have not heard from us two weeks after the closing date, please presume your application has been unsuccessful.