**Position description**

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| **POSITION TITLE:** | Data Strategy & Governance Manager |
| **WORK UNIT:** | Strategy & Major Projects |
| **RESPONSIBLE TO:** | Head of Data, Insights & Analytics |
| **LOCATION:** | Melbourne |
| **PURPOSE:** | To oversee the development of a member-focussed data model and implement governance structures to ensure Engineers Australia can realise the true value of its data. |

## Introduction

## Lead the data and business intelligence strategy for Engineers Australia. Implement a robust governance framework for the capture, storage and consumption of business data and the development and delivery of management and operational reporting.

We are looking for a highly skilled data strategy professional, with a passion for instituting quality processes and an exceptional problem-solving toolkit.

A strategic thinker with exceptional stakeholder management skills, you will drive the development of a centralised member data model and implement governance practices that will ensure the quality and consistency of data and reporting across EA.

## Duties

Duties include (but are not limited to):

* **Data Strategy:** Oversee the centralization of various business data assets and the development of an integrated member data model to support analytical and operational needs.
* **Business Intelligence:** Lead the EA BI strategy; ensure that technology is an active and innovative enabler of the creation and delivery of reporting and insights.
* **Data Governance: Establish robust data management operating models including data governance frameworks and the roles and responsibilities around ownership of data across the enterprise**.
* **Data Translator:** Bridge the technical and functional areas of the business. Implement rigorous requirements gathering processes and strong engagements that are focussed on business outcomes.
* **Data & Quality Champion: Implement programs to improve understanding of governance responsibilities and data literacy across the business.**
* Other duties as required.

## Work health & safety (WHS) obligations

As an employee of Engineers Australia, you must:

* Take reasonable care for your own health and safety in the workplace;
* Take reasonable care that your acts or omissions do not adversely affect the health and safety of others in the workplace;
* Cooperate with your employer about matters of health and safety;
* Comply with any reasonable instruction and cooperate with Engineers Australia’s WHS policies and procedures; and
* Familiarise the broad meaning of ‘workplace’ in health and safety legislation and Engineers Australia WHS policies and procedures.

## Communication and relationships

## Collaborate with a wide range of business leaders across EA, including at the Executive level.

## Ability to bridge the technical and operational divide within EA.

## Act as an enthusiastic coach and mentor on all matters related to the management and utilisation of data across the business.

## Diversity and Inclusion at Engineers Australia

Engineers Australia is an equal opportunity employer and we embrace diversity. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. In turn are committed to creating a safe inclusive environment for all employees.

Should you need any reasonable adjustments during this recruitment process please email HR@engineersaustralia.org.au

## Selection criteria

* Minimum 7 years demonstrable experience in a similar role, with responsibility for implementing data governance practices, developing BI strategy and curating data assets for analytical functions.

## Experience developing data models to support reporting and data science functions

* Level of proficiency across a range of data platforms and BI technologies

## Strong communication and presentation skills

## Ability to translate operational business requirements into technical language and the solution design process.

## Outcome focussed with strong stakeholder management skills

## Strong project management expertise.

## An enthusiastic and effective coach/partner to non-technical colleagues

## Tertiary qualification in relevant field

