UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Data Analytics Team Manager, Leeds Institute for Data Analytics / Research IT

Salary: Grade 8 (£41,526 – £49,553 p.a.)

Reference: CSUIT1323

We will consider job share and flexible working arrangements

Data Analytics Team Manager
Leeds Institute for Data Analytics / Research IT

Do you have the passion and drive to develop and deliver a high quality research data service for data analytics and artificial intelligence? Do you want to make a difference in a world class organisation? Do you thrive in a complex and varied environment?

It is a great time to join the University of Leeds. The Leeds Institute for Data Analytics (LIDA) is a leading research department of the University of Leeds, playing a central role in the University of Leeds strategic plan, aligning with national priorities including the development of data science and Artificial Intelligence as one of the four grand challenges in the Industrial Strategy.

The Institute supports a research portfolio of £50 million across the University, working within a physical hub of 170 seats. In 2018 the University of Leeds became a partner in the UK national institute for Data Science and Artificial Intelligence (Alan Turing Institute), and has won major multidisciplinary awards in the field of data science including the UKRI funded LIDA Centres for Doctoral Training in Artificial Intelligence for Medical Diagnosis and Care and in Data Analytics and Society. We work closely through our partnership with Turing, and support our staff in accessing training and development opportunities including collaborative working, project design and execution.

Working together with the University of Leeds Research IT Professional Service, we are making significant investment in our infrastructure and staff. Moving to a cloud based platform; we want to develop new and improved ways of working and support our researchers in developing new models of working and realising the exciting opportunities our new IT infrastructure can bring.

You will be a dynamic leader with a technical background and strong management skills with a proven record in building strong teams and developing new IT services. You will have responsibility for developing our LIDA Data Analytics Team and working closely with the University of Leeds Research IT Team to develop and implement new cloud services,

Working across a range of data-analytics areas, you will work in partnership with stakeholders and IT staff to drive the delivery of high-quality, research-focussed IT

provision, leading the Data Analytics Team in the full spectrum of research design and delivery.

You will develop best practice, improve data analysis and management standards and continue developing the Data Analytics team.

This role provides a unique opportunity to support Leeds Institute for Data Analytics (LIDA) ambitious plans to drive forward data analytics at Leeds, and be part of a global movement to ensure the effective use of data to drive research, policy development and public good initiatives.

What does the role entail?

As a Data Analytics Team Manager your main duties will include:

- Working with other senior members of the University Research IT Team to develop and implement the Research IT strategic plan, with specific responsibility for Data Analytics and the research requirements of LIDA;
- Developing and being accountable for delivering LIDA's data services, ensuring that the service offerings are clear, customer-focused and meet the University's academic requirements and are clearly articulated in the Service Catalogue;
- Fostering a culture of information governance, quality control and continuous improvement; promoting efficient models of working whilst ensuring ongoing legal compliance and research best practice. Manage staff in delivery of the Institute strategic objectives and day to day project delivery supporting them to perform as role models within the Institute;
- Leading and developing a consolidated team, through effective management of staff within LIDA including coaching, setting and monitoring objectives, recruitment and selection, enabling great performance and work planning, upholding the University's Leadership Excellence Behaviours;
- Researching, collaborating and networking nationally and internationally to maintain awareness and knowledge of industry and sector wide developments, to support activities that will future proof LIDAs research activities;
- Supporting staff, customers and stakeholders through any service change programmes, managing expectations and minimising change impact;
- Building long-term, strategic relationships with internal stakeholders acting as a trusted adviser on Data Analytics;

- Working collaboratively with other groups in IT to ensure successful delivery of projects with which LIDA is involved;
- Collaborate with research colleagues, research software engineers and other research data scientists to develop software as research output;
- Building long-term, strategic relationships with suppliers and external partners;
- Contribute to the management and mitigation of IT and Information Governance risks with specific responsibility for LIDA;
- Manage and control the use of resources and budgets to achieve service delivery objectives, value-for-money and to meet agreed targets;
- Reporting delivery issues, risks and variances to appropriate senior managers and working across the IT teams to minimise or mitigate these;
- Own and manage the Data Services assets including SLAs, Catalogue definitions and overall service requirements.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

What will you bring to the role?

As a Data Analytics Team Manager you will have:
- A higher degree or equivalent professional experience in a technical or IT related subject;
- Experience of managing multiple projects, identifying and managing risks and working with project management methodologies;
- Extensive understanding and practical application of the data analytics terminology, techniques and tools;
- Specialist expertise in one or more of the following areas:
    - Cloud computing, including public Clouds;
    - Data science, machine learning, and artificial intelligence;
    - Tools and techniques for handling data at scale, such as Dask or Apache Spark;
    - Programming languages for data analytics, such as Python, R or Stata
- Experience of developing and implementing effective data standards and strategies that have had a positive impact on service provision;

- Experience of effectively leading, managing, motivating and developing teams to improve effectiveness, exemplifying the University of Leeds Leadership Excellence Behaviours, and the University of Leeds Values;
- Significant experience of complex problem solving, making recommendations and taking into consideration variables to achieve the desired outcomes;
- Experience of successful resource management including planning, forecasting, monitoring and reviewing resources, with the ability to manage, prioritise and delegate effectively to ensure delivery of long term strategic aims and shorter term operational requirements;
- Excellent interpersonal and communication skills, including: written and verbal communication; the ability to write reports and present complex information clearly and concisely to a wide range of audiences and effective influencing and negotiating skills;
- A commitment to customer service excellence;
- Commitment to ongoing personal and professional development relevant to the role.

You may also have:
- Proven experience in working with formal governance of data and knowledge of standards such as ISO27001 or Department of Health Data Security and Protection Toolkit;
- Experience in leading research in a relevant area;
- Experience of managing in an ISO27001 or DSPT environment.

How to apply

You can apply for this role online; more guidance can be found on our How to Apply information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

Contact information

To explore the post further or for any queries you may have, please contact:

Martin Callaghan, Research IT
Tel: +44 (0)113 343 0273
Email: M.Callaghan@leeds.ac.uk

Additional information

Find out more about [IT](#)

Find out more about [LIDA](#)

Working at Leeds
Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

Candidates with disabilities
Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk.](#)

Criminal record information

Rehabilitation of Offenders Act 1974
A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be » in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.