



## **Analytics Developer – Children, Families and Education**

**Salary:** Band 10, £42,838 - £47,181 per annum

**Hours:** 37 hours per week

**Contract:** Permanent

We offer hybrid working with the expectation to attend the office a minimum of 2 days a week.

Portsmouth Local Authority is committed to safeguarding and promoting the welfare of children, and young people, and expects all staff and volunteers to share this commitment.

### **The Service**

This role will be part of the Commissioning and Performance service which sits within the Children, Families and Education directorate. The Analytics Developer will report to the Business Intelligence and Reports Development Lead and will support the aims of Children's Services to help improve outcomes for our children, young people, and families.

### **What is the role?**

The Analytics Developer will have responsibility for supporting the development, management and oversight of Portsmouth City Council's information, data and performance about children's services.

The post holder will leverage their significant data-related skills and experience in similar/relevant roles to:

- Lead on improving reporting functionality through the development of reports, dashboards and self-service capabilities for Directorate managers and staff.
- Bring together information, performance and data across Children's Services and beyond, including the Insight Hub master management system (based on Sentinel), in order to support oversight, planning, and the delivery of more effective services by the Council.
- Support the strengthening of our analytical capacity such that our commissioning of integrated health, care and education services and placements is better informed by strategic, integrated, evidence-based analysis.
- Develop technical capabilities and data products that enable predictive analytics, in order to better target our services to meet children's needs at an earlier point.

You will be responsible for supporting the provision of timely strategic intelligence for the Directorate from the full range of available information and data, including from multiple source systems and the Insight Hub. This will in turn inform a range of strategies and plans across the Directorate and support an evidence-based, outcomes-focused approach for commissioning and strategic planning.

You will be responsible for contributing to high quality performance management reports that enable system leaders to make resourcing and prioritisation decisions, working collaboratively with external partners and multi-agency teams where appropriate.

You will work in line with the corporate values and policies of Portsmouth City Council.

## **What do you do?**

### **Within the role you will:**

- Design, develop, and maintain dashboards, primarily using Power BI, in order to meet the Council's operational and strategic requirements.
- Working with IT, access and maintain data architecture and use querying, connections and deployment to find, securely obtain and present information held in the Council's systems (especially its social care case management system, Mosaic).
- Collate, verify, and use data and analytics tools and approaches to understand and present information, and especially to quantify change and impact.
- Adhere to good practice in areas such as UI development, data visualisation, technical and business documentation, and the use of plain English in producing data-related outputs.
- Support the Business Intelligence and Reports Development Lead to maintain close links with colleagues in our Children's IT Support Team.
- Liaise with internal teams and external partners to continually refresh and maintain our data.
- Prepare statistical returns for central government, as and when required.
- Collate and present data and performance information to be used in various formats, such as performance oversight boards, senior management meetings, and partnership updates.
- Working collaboratively with the in-house information governance (IG) team, as well as IG colleagues in partner agencies, to conduct data privacy impact assessments and draft robust information sharing agreements.
- Support information governance processes to ensure appropriate consent or a legitimate purpose is in place for data sharing, and that data is shared safely, securely, and in a way that supports oversight and accountability.
- Attend regional and national data and performance meetings as required, representing Portsmouth City Council in respect of relevant projects and areas of specialist knowledge.



- Support senior management and stakeholders to research, design, specify and implement approaches to continuously improve the Council's oversight of its data.
- Assist the wider Children's Services team with related projects and tasks as required.
- Work with colleagues across the Directorate, the wider Council, and our partners.

### **Who is the person?**

### **Knowledge, qualifications and experience**

You will need to have:

- A relevant qualification, or substantial equivalent experience, in data, statistics, information management and/or systems management.
- Some experience, or demonstrable interest, in public services and/or in the area of supporting children and families.
- Knowledge of children's social care, education, or special educational needs, and in particular statutory reporting to government in any of these areas, is desirable.

### **Abilities / technical skills**

You need to be / have:

- A strategic and holistic approach, to help drive Portsmouth forward in its ability to structure, interrogate, and present its data in order to achieve impact.
- Working with and managing large and complex datasets, including through collation, data cleansing, analysing, and reporting.
- Advanced analytics skills, including development of SQL queries, intermediate to expert use of Microsoft Excel, and basic statistics (such as the use of averages and regressions).
- Advanced use of visualisation software such as Power BI, including demonstrable experience in dashboard design and in establishing and maintaining connections to varied data sources (including cloud-based and on-premise systems).
- Experience in using complex relational databases, especially case management systems. Experience of Mosaic Social Care, or another workflow-based case management system, is desirable.
- Experience in data modelling, DAX calculations, Power Query, implementing row-level security, performance optimisation, and publishing and maintaining reports within Power BI Service or similar.
- Experience of developing and maintaining documentation related to reporting and analytics, which could include metadata, technical and business dictionaries, business logic, and other measures to align back- and front-end views.
- Experience of gathering requirements from business users and translating these into technical specifications and project plans.
- Experience of information governance practices and frameworks, such as the use of data sharing agreements and DPIAs, and data protection legislation e.g. UK GDPR.



- Some experience managing content across test and production environments, version control, workspace management, and stakeholder engagement towards ensuring solutions are fit for purpose and aligned with organisational needs.
- Some knowledge of data architecture, in particular Microsoft Fabric/OneLake, is desirable.
- The ability to build good working relationships in a multi-agency or partnership setting.
- The ability to present performance information relating to complex data sets in accessible ways to a variety of audiences.
- Organised and methodical but flexible and adaptable to deal with a dynamically moving workload.
- Effective time management and planning to meet priorities and varying demands.
- Excellent communication skills and able to operate effectively at all levels of the organisation. You will be liaising with colleagues from Portsmouth City Council, its partners and Central Government departments.

### **General Data Protection Regulation (GDPR)**

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

**You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.**