

JOB DESCRIPTION

APPENDIX C

Before completing this form, please read the BTP 'Guide to writing job descriptions for Police Staff roles' Appendix B to the SOP.

A. POST DETAILS:

Job Title:	Data Science Delivery Manager	Current Grade:	C001
Department:	Strategy and Performance	Area:	
Reports To:	Head of Analytics	No of Posts:	1
Level of vetting	MV		

B. PURPOSE OF THE POST: *Why the post exists and what it has to achieve*

To lead on the development and integration of disparate data sources within BTP in order to gain enhanced data insight within the organisation. To ensure the BTP have access to information to direct whether we are efficient and effective in the way in which we manage our resources and set a data strategy in order to manage information effectively.

C. DIMENSIONS OF THE POST *The key statistics associated with the post*

Financial – Direct or Non-Direct

None

Staff Responsibilities – Direct or Non-Direct

Direct line management responsibility for Data Scientists, Senior Developers, and Business Analyst

1st line staff: 7

Any Other Statistical Data

Responsible for the integration of external and internal data

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D. PRINCIPAL ACCOUNTABILITIES: *What the job is accountable for and required to deliver*

- To lead on the development and integration of disparate data sources within BTP in order to gain enhanced data insight within the organisation. To ensure the BTP have access to information to direct whether we are efficient and effective in the way in which we manage our resources and implement the data strategy (set by the Head of Analytics and Director of Strategy and Change) in order to manage information effectively.
- To provide accurate strategic recommendations to the Head of Data Analytics and Director of Strategy and Performance utilizing advanced technological capabilities such as data analytics, advanced predictive modelling and integration of GIS across all BTP data
- Lead and project manage force level projects related to data innovations and predictive data modeling and analysis including workforce planning, resource capability, internal demand
- Work with Technology and other departments at a strategic level to ensure data integration and availability is of a high standard and using the most efficient tools for analytics
- Responsible for the provision of automated data throughout the Force
- Identify areas of focus within the organisation that can be solved by Data science and lead and manage the effective solutions in collaboration with other departments
- Advocate and implement advanced data analytics and data science within the BTP, scoping out new technological and analytical solutions and working with different department to embed within the organisation to maximise efficiency
- Provide line management and leadership to Data Scientists and Demand and Future Modelling team to maintain a high level of skills and abilities across teams
- Overall responsibility for BTP's Data Science hub, demand modelling and provision of data and insight and implementing improvements, on behalf of and in consultation with the Head of Analytics and SCT members, including: Divisional Commanders, Senior Heads of Departments, Director of Strategy and Change, ACC's DCC, CC
- Formal presentations to Senior Officers and staff (both internal and external), using applied research and insight, into key performance issues across BTP, highlighting areas of risk or opportunity (including operational and organisational performance and future modelling).
- Deputise for the Head of Analytics as and when required
- To undertake other duties commensurate with the grading of the Post as reasonably required by line management
- Overall responsibility for key Management Information Systems and software, including; development and maintenance of the TOC extranet site and other key management information systems and products

E. DECISION MAKING:

Make decisions

- Responsible for developing force strategy on data modelling, new advanced analytical techniques, data integration that is provided to the Chief Constable, the DCC, SCT, the BTPA, BTP Divisions and Department Heads in terms of performance management and information, data development and analytical work.
- Responsible for making recommendations relating to demand modelling, resource planning and organisational learning

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F. CONTACT WITH OTHERS: *The frequent contacts the post holder has with others and for what purpose*

Internal

The Chief Constable, DCC, SCT, Senior Officers, Technology department, Information Management, Divisional Commanders and Heads of Department on a regular basis - i.e. weekly.

External

British Transport Police Authority

Department for Transport

Home Office

Her Majesty's Inspectorate of Constabulary

NPCC (England, Wales and Scotland)

Rail Delivery Group

Train Operating Companies

Network Rail

Transport for London

Passenger Focus

Other UK police forces

Present at external and internal conferences.

G. REQUIREMENTS: *The skills, knowledge, experience, qualifications and training required to perform the job.*

Essential Criteria:

Qualifications and Training:

- Degree educated or equivalent in Data science, statistical modelling, Computer Science or similar
- Completed training courses in the following IT software; Statistical programs, Power BI, Business Objects, Mapping/GIS, Microsoft Office software and I2/data mining, R and/or Python

Experience:

- Significant experience of working in a complex organisation managing data science (collection, integration, algorithmic solutions) leading to better insights and analysis against operational and strategic objectives
- Understanding of the varying roles within Data Science such as Developer, Engineer, Architect and how to use these tools to solve complex problems
- Experience of working alongside Technology and Information Management departments and technology experts to deliver complex IT and data solutions
- Excellent experience in the development of predictive analytical methodologies using new technological solutions such as R and Python
- Proven track record in high quality service delivery for customers and quality assurance, creating guidance documents and frameworks for products, implementing new methodology, using new and unique data sets and innovative use of analytical software to present the results of analysis.
- Ability to demonstrate effective leadership and people management skills, with an emphasis on developing, motivating and assessing the performance of staff and tasking, coordinating and prioritizing work.
- Significant management experience and a successful record of leading a multi-disciplinary team in achieving a wide range of objectives
- Extensive experience in using all of the following IT software; Microsoft Office, Business Objects, Power BI, data mining, statistical programs, HR data (e.g. ORIGIN, Oracle) R, Python and Mapping/GIS for variety of purposes of analytical insight, data development or other research and analysis.
- Evidence of defining system specifications, customising current systems and developing the use of software
- Excellent interpersonal and organisational skills with a proven ability and confidence to network negotiate and persuade SCT, FMT, Senior Officers/Managers and staff in a professional manner, working successfully with stakeholders and customers to ensure the successful delivery of change, implementation of standards and to influence decision-making
- Extremely numerate, technological capable and analytical
- Evidenced strategic thinker with the ability to identify and resolve issues of a complex nature
- Substantial experience in giving high level presentations to a varied audience using various methods. The post holder will be expected to give briefings and presentations explaining findings and to justify conclusions to various levels of personnel including to the BTPA and Senior Officers in formal environments
- Influencing and persuading employees at all levels
- High level of political awareness and sensitivity and the ability to present and detail information to different audiences in a comprehensive and easily understood manner

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Knowledge:

- Knowledge in the application of Data Science and predictive modelling of data
- In-depth working knowledge and ability to interpret and explain relevant legislation including:
- Understanding the use of SQL, VBA, R and Python to deliver enhanced data insight and active use of data (internal and external)

Desired Criteria:

Qualifications and Training:

- Further academic qualifications in a related field
- Degree Level management qualification, accredited by the Chartered Management Institute or equivalent.
- Prince 2 practitioner

Experience:

- Previous experience as a Data science manager or management of technical analytical staff.

H. ANY ADDITIONAL INFORMATION: *Information relevant to the role, including any particularly challenging/ difficult aspects of the job. If competencies have been developed for this post, these can be listed here.*

Flexibility to travel within the UK

Whilst this role reports directly to the Head of Data Analytics and Strategy, there is a direct line of support to the Director of Strategy and Planning is a key member of the Directorate's SMT.

This role has to work across the range of Strategy and Planning functions to ensure that they are strategically "joined up" and that a coordinated and integrated service is provided.

I. AUTHORISATION DETAILS

Reviewed By: Vanita Patel

Date: 8/01/2019

Area Commander
/FHQ HoD:

Simon Downey

Date: 10/01/2019

Job Evaluation:

Date: 14/01/2019

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