

GLF Schools Job Description

Job Title	Bi & Data Analytics Manager	Job Reference	BID0225
Grade	Senior Specialist	Salary	£42,000 - £45,000
Location	Within the GLF regions		
Core purpose			
<p>As Bi and Data Analytics Manager, you will lead the development and delivery of data analytics across GLF schools and central office, supporting both academic and business functions. You will be responsible for enabling data-driven decision-making through the design and implementation of dashboards, automation tools, and data architecture. This role is pivotal in enhancing student outcomes, operational efficiency, and strategic planning across schools and central services.</p>			
Key Responsibilities			
Academic Analytics			
<ul style="list-style-type: none"> • Consolidate existing reporting into a BI ecosystem. Develop reports to support school improvement, curriculum performance, safeguarding, attendance, and pupil progress for both central and school environments. • Collaborate with education leaders to support academic priorities through actionable data insights. • Ensure data quality and consistency across MIS platforms and assessment systems by working closely with the organisations MIS Manager. • Support, develop and champion the use of predictive analytics to identify trends and interventions to support outcomes. • Design and build paginated reporting to automate executive and governance aims, objectives, KPI tracking and academy improvement plan cycles. 			
Business Analytics			
<ul style="list-style-type: none"> • Lead the development of reporting tools for finance, HR, estates, governance, and compliance. • Partner with central teams to automate workflows and improve operational processes using Power Platform tools. • Design and maintain semantic models and curated datasets for business intelligence. • Support strategic planning through scenario modelling and performance analysis. 			
Leadership & Strategy			
<ul style="list-style-type: none"> • Manage and mentor a small team of analysts, fostering a culture of innovation and continuous improvement. 			

- Define and implement data architecture and frameworks suited to business needs.
- Promote data literacy and best practices across the organisation (central and schools).
- Collaborate actively with the CDIO, Data governance teams, and school Data champion network to drive data innovation and share best practices.
- Work closely with the DPO and the CDIO to support the creation and revision of policies that relate to the use, storage, retention and sharing of data to ensure that the organisation remains compliant with relevant standards, including GDPR.

Explore emerging technologies (e.g., AI/ML) to enhance analytics capabilities.

Accountability

This role reports to the Chief Digital & Information Officer

GLF Schools expects its employees to work flexibly with the framework of the duties and responsibilities above. This means that the post holder may be expected to carry out work that is not specified in the job profile but which is within the remit of the duties and responsibilities.

Safeguarding

GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under-represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion