



## **JOB DESCRIPTION**

**Job Title:** Business Intelligence Developer  
**Grade:** PO2/PO3 SCP 29-35  
**Reporting to:** Senior Trust Director (Data)

### **Job Purpose:**

The Business Intelligence Developer will design, develop, and maintain data-driven applications and analytical tools that support strategic decision-making across Post-16. This includes systems for attendance monitoring; teaching and learning analytics (such as progress tracking, directed study, lesson visits, praise, and behaviour); student destinations; recruitment; enrichment; appraisal; and performance tracking. This role is essential in enabling data-informed decision-making across Post-16.

### **Key Responsibilities**

#### **Business Intelligence (BI) Development & Analytics**

- Design, build, and maintain BI dashboards, reports, and applications using tools such as Power BI and PowerApps.
- Provide actionable insights to improve student outcomes, operational efficiency, and strategic planning.
- Support the Senior Trust Director in producing templates for trust-wide analytics.
- Develop predictive analytics and forecasting models (e.g., retention risk, attendance prediction, performance forecasting).
- Design machine-learning-based insights to support strategic decision-making for leaders at the college.

#### **PowerApps & Data Collection Solutions**

- Develop and maintain PowerApps solutions for data collection and monitoring across key areas (e.g., progress, lesson visits, behaviour, enrichment).
- Troubleshoot and optimise existing BI and PowerApps solutions.

#### **Data Architecture & Governance**

- Lead the design and governance of data architecture to ensure consistency, scalability, and automation across post-16 systems.
- Act as the primary architect for data models, semantic layers, and Power BI governance standards used within post-16 provision.
- Lead on data quality assurance practices and develop data governance frameworks for post-16 systems.
- Ensure data integrity, security, and compliance with GDPR.

#### **Data Integration & Automation**

- Create automated data pipelines and integrations between college systems.
- Design and maintain custom API integrations between MIS platforms and internal systems.
- Lead the development of automated integration solutions using Azure Logic Apps, Dataverse, and cloud-based services.

## **Collaboration & Stakeholder Engagement**

- Work closely with college leadership, teaching staff, and administrative teams to understand requirements.
- Liaise with trust-level data teams to ensure consistency and scalability.
- Provide expert input into procurement decisions for new data systems, analytics platforms, or MIS upgrades.
- Contribute to the development of local digital and data strategy alongside the Senior Trust Director for GORSE.

## **Leadership, Training & Mentorship**

- Provide technical leadership and mentorship to BI developers, data technicians, and analysts.
- Lead peer-review processes for BI dashboards, PowerApps solutions, and data pipelines, alongside the Senior Trust Director.
- Deliver training and development programmes to upskill staff in Power BI, PowerApps, and data literacy.

## **Personal Responsibilities:**

- To hold positive values and attitudes and adopt high standards of professional conduct in line with the Seven Principles of Public Life (selflessness, integrity, objectivity, accountability, openness, honesty, leadership) and our trust values of Diligence, Integrity, Rectitude and Kindness.
- Carry out the duties and responsibilities of the post, in accordance with GORSE's Health and Safety Policy and relevant Health and Safety Guidance and Legislation.
- Form positive professional relationships and work in partnership with colleagues throughout GORSE.
- To willingly engage with training as required.
- Treat all aspects of the role with the strictest confidentiality.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, equality and diversity and data protection, reporting all concerns to an appropriate person.
- To complete AM, Break, Lunch & PM duties as required by the principal.

## **Any Special Conditions of Service:**

- The post is subject to a satisfactory enhanced DBS background check, relevant right to work documentation, suitable references and a six -month probationary period.
- Occasionally there may be a requirement to work off-site and undertake work outside normal office hours to meet the variable nature of workloads and deadlines and to support academy events.
- Contribution to the overall ethos/work/aims of GORSE.
- GORSE operates a No Smoking/Vaping Policy.

## Person Specification

Criteria	Essential/ Desirable
<b>Qualifications</b>	<b>E/D</b>
Degree in Computer Science, Data Analytics, Information Systems, or related field and equivalent experience.	<b>E</b>
<b>Knowledge and Skills</b>	<b>E/D</b>
Proficiency in data visualization tools.	<b>E</b>
Knowledge of scripting languages (Python, R) for data manipulation.	<b>E</b>
Understanding of APIs and system integrations.	<b>E</b>
Strong interpersonal and communication skills – able to explain complex technical concepts clearly to non-technical audiences.	<b>E</b>
Confidence and professional presence – comfortable engaging with senior leaders, administrators, and teaching staff.	<b>E</b>
Ability to question and challenge constructively – ensuring data solutions meet strategic and operational needs.	<b>E</b>
Collaborative mindset – able to support, guide, and direct colleagues where appropriate, while also following direction when required.	<b>E</b>
Influencing and negotiation skills – capable of gaining buy-in for data-driven approaches and promoting best practices.	<b>E</b>
Adaptability and resilience – able to manage competing priorities and respond positively to changing requirements.	<b>E</b>
Problem-solving and critical thinking – proactive in identifying issues and proposing effective solutions.	<b>E</b>
Organisational skills – able to manage multiple projects and deadlines effectively.	<b>E</b>
Familiarity with MIS systems used in education (e.g., SIMS, ProMonitor).	<b>D</b>
Knowledge of GDPR and data protection principles.	<b>D</b>
<b>Experience</b>	<b>E/D</b>
Proven experience in developing BI solutions (Power BI, Tableau, or similar).	<b>E</b>
Strong experience in PowerApps development for data collection and workflow automation.	<b>E</b>
Strong SQL skills and experience with relational databases.	<b>E</b>
Experience in data modelling and ETL processes.	<b>E</b>
Experience of working with senior leaders, with the ability to understand their requirements and translate these into effective, insightful, and data-driven outputs that inform and drive strategic decision-making.	<b>E</b>
Experience with cloud-based data platforms (Azure, AWS).	<b>D</b>
<b>Continuous Professional Development</b>	<b>E/D</b>
Evidence of commitment to Continuing Professional Development	<b>E</b>
<b>Other Conditions</b>	<b>E/D</b>
Enhanced DBS Clearance	<b>E</b>

*We are committed to safeguarding the welfare of children and expect all staff and volunteers to share this commitment. The successful candidate will be subject to full employment checks, including an enhanced DBS disclosure and barring service check. We promote diversity and aim to establish a workforce that reflects the population of Leeds.*

**Employment is conditional on confirmation of the right to work in the UK – either as a UK or Irish citizen, under the EU Settlement scheme or having secured any other relevant work visa.**

**Please note that, as a sponsor licence holder, we only provide sponsorship for teacher vacancies.**