



Raleigh
EDUCATION TRUST

Data and Insights Lead

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POST	TRUST DATA AND INSIGHTS LEAD
Reports to	Chief Finance & Operating Officer
Salary range	Grade I - £46,142 - £50,269
Contract type	Full time all year round
Hours	37 hours per week

The role in a nutshell

A rare opportunity to build something that matters

This is a founding leadership role for someone to build a trust-wide data & insights function from the ground up and see their work make a tangible difference to pupils and schools.

As the Trust's Data & Insights Lead, you will be responsible for creating a single source of truth for trust-wide data, turning information from school systems into clear, trusted insight that supports strategic and operational decision-making.

Working closely with the CEO, Executive Leaders and Principals, the post holder will design and operate simple, reliable data flows; deliver early, high-impact insight focused on improving outcomes for pupils and colleagues; and build a strong data culture rooted in trust, transparency and ethical use.

The candidate

The ideal candidate will be a hands-on data and business intelligence professional, motivated by the opportunity to build a trust-wide data and insights function from the ground up.

They will bring strong experience in designing and managing data pipelines, data modelling and dashboard development, using tools such as Power BI (or similar), SQL, and Power Query/SSIS or Python. They will also be confident working across the full data lifecycle from data extraction and transformation through to insight and reporting. Taking a pragmatic, MVP-led approach, focused on delivering early value and iterating based on real-world use, the ideal candidate will have a proven ability to turn complex data into clear, actionable insight that supports effective decision-making at trust, academy and pupil group level.

The ideal candidate will demonstrate excellent stakeholder engagement and communication skills, building confidence and trust in the data, alongside a strong understanding of data quality, governance and documentation, embedding robust standards and transparency from day one. Organised, proactive and comfortable working as the founding member of a new function, they will be values-driven, using data ethically and always focused on improving outcomes for pupils.

We welcome applications from everyone who believes they meet the expectations of the role regardless of age, gender, ethnicity, sexual orientation, faith, or disability. To ensure that our staff composition is representative of the communities we serve, applications from groups who are

currently under-represented in education including people with disabilities and people from minority ethnic backgrounds are particularly encouraged.

About your benefits

We can offer the chance to build a high-impact function from the ground up with visible outcomes for pupils and staff. We prioritise your personal growth receiving professional development both within the Trust from the CEO, the Central Executive Team and Trust wide Senior Leaders to external training courses. A flexible hybrid working model is in place for the central team and can be explored further on interview.

The position attracts an excellent remuneration package including a competitive salary, pension scheme, health assured programme with access to mental health, financial and family support (EAP) and the Cycle Scheme salary sacrifice. You will also receive Mental Health First Aid Training.

General duties and responsibilities

The roles allocated to a Data and Insights Lead are diverse, so they may vary from what is detailed below.

Strategic Data & Insights Leadership	<ul style="list-style-type: none"> • Create and maintain a single source of truth for trust-wide data by engineering simple, reliable data flows from school MIS (Arbor) and other key systems. • Deliver early, actionable insights for Executive Leaders and Principals, prioritising the questions and challenges that have the greatest impact on pupil outcomes and staff effectiveness. • Take a pragmatic, MVP-led approach, demonstrating value quickly and iterating solutions based on real-world use and feedback. • Grow the data and insights function sustainably, evidencing impact through measurable outcomes and shaping future resourcing and priorities.
Data Management & Systems Administration	<ul style="list-style-type: none"> • Choose pragmatic tooling (e.g., Power BI for reporting; Power Query/SSIS/Python/SQL for ingestion/transformations) that fits our size and budget. • Design, implement and operate end-to-end data pipelines from school MIS (Arbor) and core systems including attendance, behaviour, assessment and HR/payroll. • Ensure trust-wide data is accurate, consistent, well-defined and compliant with statutory and regulatory requirements. • Maintain clear data definitions, documentation and governance arrangements to support confidence and transparency in reporting. • Stay informed of changes to statutory returns, national guidance, and education data requirements, ensuring compliance across the Trust. • Ensure all systems developed can be scaled to support Trust Growth

Analytics, Reporting & Insight	<ul style="list-style-type: none"> • Build clear, performance dashboards that answer leadership questions at trust, academy, phase, cohort, and pupil-group levels. • Participate in the development of trust data strategy and policies • Provide concise insight and narrative alongside data, clearly explaining “what the data shows, why it matters, and what actions are recommended.” • Support termly and statutory reporting cycles through automated, robust and validated reporting processes. • Evaluate the impact of interventions and decisions over time, supporting evidence-based improvement. • Provide strong evaluative written reports making complex data accessible to all.
Stakeholder Engagement & Culture	<ul style="list-style-type: none"> • Work hand-in-hand with the CEO, Central Executive Team, Extended Leadership Team, Safeguarding and Attendance Leads. Listening first, then iterating quickly. • Build strong, trusted relationships with Executive Leaders, Principals, and other key stakeholders, acting as a credible and supportive data partner. • Build trust in the numbers through clear communication, transparent definitions and responsive support. • Upskill leaders and colleagues in using dashboards and interpreting data confidently, supporting the development of a data-informed culture across the Trust. • Model high standards of ethical and proportionate data use, always focused on improving outcomes for pupils.
Trust responsibilities	<ul style="list-style-type: none"> • Willingness to travel across Trust schools as required. • Support and uphold the Trust’s ethos, values, policies and procedures • Apply and adhere to the Trust’s Code of Conduct • Act with professionalism and integrity at all times, promoting the Trust’s values • Comply with any reasonable request from the Principal to undertake work of a similar level or commensurate with the role / level of responsibility • Promote a commitment to equal opportunities and anti-discriminatory practice adhering to the Trust’s and Academies EDI policies • Commitment to maintaining high standards of data protection, safeguarding and GDPR compliance. • Promote a work environment that protects people’s health and safety and welfare in accordance with the Trust’s Health and Safety Policy

All staff are expected to maintain high standards of customer care in the context of the Trust’s Core Values, to uphold the Equality and Diversity Policy and health and safety standards and to participate in training activities necessary to their post.

This is not a complete statement of all duties and responsibilities of this post. The post holder may be required to carry out any other duties as directed by a supervising officer. The responsibility level of any other duties should not exceed those outlined above.

Person Specification

You should be able to demonstrate that you meet the following criteria	Measured by A - Application form B - Assessment task C - Interview D - References	
Education and Qualifications	Required	Assessment
A qualifying undergraduate degree (i.e. containing a significant quantitative/computing element at least on third of the degree)	Essential	A
Relevant postgraduate qualification or formal training in data science, analytics, business intelligence, or information management.	Desirable	A
Evidence of ongoing professional development in data, analytics, or digital transformation.	Essential	A C D
Experience and knowledge		
Experience of leading and developing teams.	Essential	A C D
Proven experience of designing and operating end-to-end data pipelines, including extraction, transformation and modelling of data from multiple systems.	Essential	A B C
Proven experience in data engineering and BI delivery (pipelines, modelling, and dashboards) with Power BI (or similar)	Essential	A B C
Experience of working across the full data lifecycle, from raw data through to insight, reporting and informed decision-making.	Essential	A B C
Experience of turning complex datasets into clear, actionable insight for senior leaders to support strategic and operational decisions.	Essential	A B C
Demonstrable experience of establishing and maintaining data quality, consistency, and reliability, including clear definitions and documentation.	Essential	A B C
Experience working with or alongside school MIS and education datasets (e.g. attendance, attainment, behaviour, safeguarding, HR/payroll or statutory returns).	Essential	A B C
A track record of delivering early value through a pragmatic, MVP-led approach and iterating solutions based on real-world use.	Essential	A B C
Experience of working within education, a Multi-Academy Trust, or another complex public-sector environment.	Desirable	A B C D
Knowledge of statutory education data requirements and reporting cycles.	Desirable	A B C
Experience of evaluating impact or measuring outcomes over time	Desirable	A B C
Knowledge of assessment models, value-added/progress measures, and basic forecasting techniques.	Desirable	A B C
Skills		
Excellent management, motivational and communication skills that inspire high ambition throughout the academy	Essential	A B C D
Confidence and skills to lead a successful team.	Essential	A B C D

Organised, proactive, and comfortable being the founding member of a new function.	Essential	A B C D
Strong analytical and problem-solving skills, with the ability to identify what matters most and prioritise accordingly.	Essential	A B C
Excellent communication and stakeholder engagement skills, with the ability to explain data clearly, confidently and accessibly to non-technical audiences.	Essential	A B C
Ability to build trust in the numbers through transparent definitions, responsive support and clear communication.	Essential	A B C
Strong organisational skills, with the ability to manage competing priorities independently.	Essential	A B C
Ability to operate effectively as the founding member of a new function, shaping ways of working and standards from the ground up	Essential	A B C
Confidence working closely with Executive Leaders, Principals and senior colleagues to inform decision-making.	Essential	A B C D
Personal Characteristics		
Values-driven and strongly aligned with the Trust's ethos, using data ethically and responsibly at all times.	Essential	A B C D
A clear focus on improving outcomes for pupils and staff, with an understanding of the impact of data-informed decisions.	Essential	A B C
Proactive, resilient and remaining adaptable as priorities or Trust needs change.	Essential	A B C
Being able to deliver at pace	Essential	A B C
Collaborative and approachable, with a genuine commitment to supporting and developing others' confidence in using data.	Essential	A B C D
High standards of integrity, professionalism and discretion.	Essential	A B C D
Successful demonstrable experience of building trusting relationships with colleagues at different levels of the organisation.	Essential	A B C D

About the application process

If you meet the criteria and you are enthusiastic about the role, we would welcome your application.

To complete the application process, you will need to complete the application form and associated documents through the portal which can be found at: <https://raleigheducationtrust.facebook.co.uk/vacancies>

Only candidates requested for an interview will be contacted. If you are not invited, we thank you for your interest in this exciting post with the Trust.

Raleigh Education Trust is obliged by law to operate a checking procedure for employees who have substantial access to children and young people. It is an offence to apply for a position within a school or trust if you are barred from engaging in regulated activity relevant to children.