

North of Tyne Combined Authority

Person Specification

Data and Insights Officer



Part A:

The following criteria (experience, skills qualifications) will be used to short list at the application stage:

Essential

- A good understanding of the key components to successful economic development.
- Experience of analysing and managing complex information and data sources
- Demonstrable experience of undertaking economic analysis and modelling – including considerable knowledge and experience of working with complex economic and demographic data sets and national statistics to develop and inform policy and economic strategies and updates.
- Experience of collecting and presenting information in a variety of ways, including through surveys, graphics, and reports - that delivers new insights and understanding for users;
- Experience of working and liaising with senior partners, along with regional and national agencies.
- The ability to creatively problem solve and inspire confidence;
- Evidence of strong monitoring and evaluation skills and the ability to interpret results to adapt strategy and deliver improvements in performance and impact.
- Ability to work to strict deadlines and a varying workload with competing demands; and
- Excellent IT Skills including thorough knowledge of MS Office applications and specialist GIS mapping software.

Desirable

- Degree level education or equivalent experience in economics and development or statistics.
- Ability to confidently use a range of analytical and statistical software packages.
- Experience of business case development and/or appraisal
- Experience of policy and/or strategy development.

Part B

The following criteria will be further explored at the interview stage:

- Strong communication and presentation skills.
- Demonstrable experience of undertaking economic analysis and modelling – including considerable knowledge and experience of working with complex economic and demographic data sets and national statistics to develop and inform policy and economic strategies and updates.

- Experience of presenting information in a variety of ways, including through graphics and reports – that delivers new insights and understanding for users.
- Approach to organisation, adaptability, and responsiveness to change.
- Approach to advising and influencing credibly at a senior management and leadership level.
- Experience and knowledge of the current policy setting for local government and combined authorities.
- Experience of working with multi-functional teams; and
- Commitment to personal learning and professional development.

Additional Requirements

This post is politically restricted.