

Recruitment Pack

Bucks Data Exchange Coordinator

A contract position

About the role

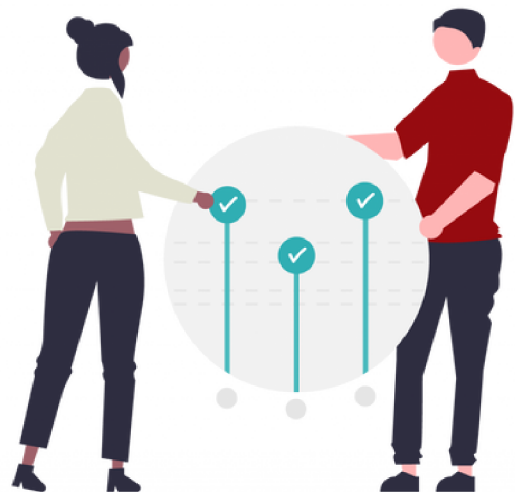
We're looking for an experienced manager to lead the development of the Bucks Data Exchange.

The successful applicant will coordinate the engagement of partners contributing to the Bucks Data Exchange; develop a community of practice and coordinate training and events.

To be successful in this role you will have extensive project management experience, be highly organised and be skilled at relationship building.

This post will be line managed by Leap and accountable to the Bucks Data Exchange project group.

You will work closely with Buckinghamshire Council's Business Intelligence Department and with a range of other Voluntary Community and Social Enterprise (VCSE) organisations.



Availability

8 days per month

Contract length

3 years

Day rate

£200 per day

Contract value (approximate)

£20,000 pa

You will be working off payroll in a contracted role, invoicing for the work completed on a monthly basis.

Office space is available at Leap in Aston Clinton. Remote working will be considered but applicants must be able to build relationships in person across Buckinghamshire as required.

www.bucksdataexchange.org



Services required

Maintain

- Day to day management of the website, including creation of blog posts, management of website contributors and edits to data sets.
- Check and respond to the project email inbox.
- Work with data specialists to co-ordinate the annual data refresh process.
- Liaise with website developer as appropriate to ensure timely updates to the site.
- Staying up to date with significant data releases (e.g. ONS and big charities) and scoping whether the data can be included in the Bucks Data Exchange.

Develop

- Work with project group to review feedback, research and website user data to inform development of website and project offering.
- Create a movement of Bucks-based data 'advocates' encouraging cooperation and sharing.
- Develop and coordinate key themed events.
- Support the development of Bucks' collective data literacy, signposting to or offering training for data advocates as appropriate.
- Inform funders of needs emerging from new evidence.
- Plan new data content from existing and new data contributors.

Co-ordinate and communicate

- Lead the promotion and advocacy of the Bucks Data Exchange as the 'home' of VCSE data.
- Facilitate strategy group meetings.
- Work alongside data and insight roles in partner organisations to curate and present key learning from the Bucks Data Exchange.
- Present progress and learnings to project group, Buckinghamshire VCSE Partnership Board and Bucks Strategic Funders Group.



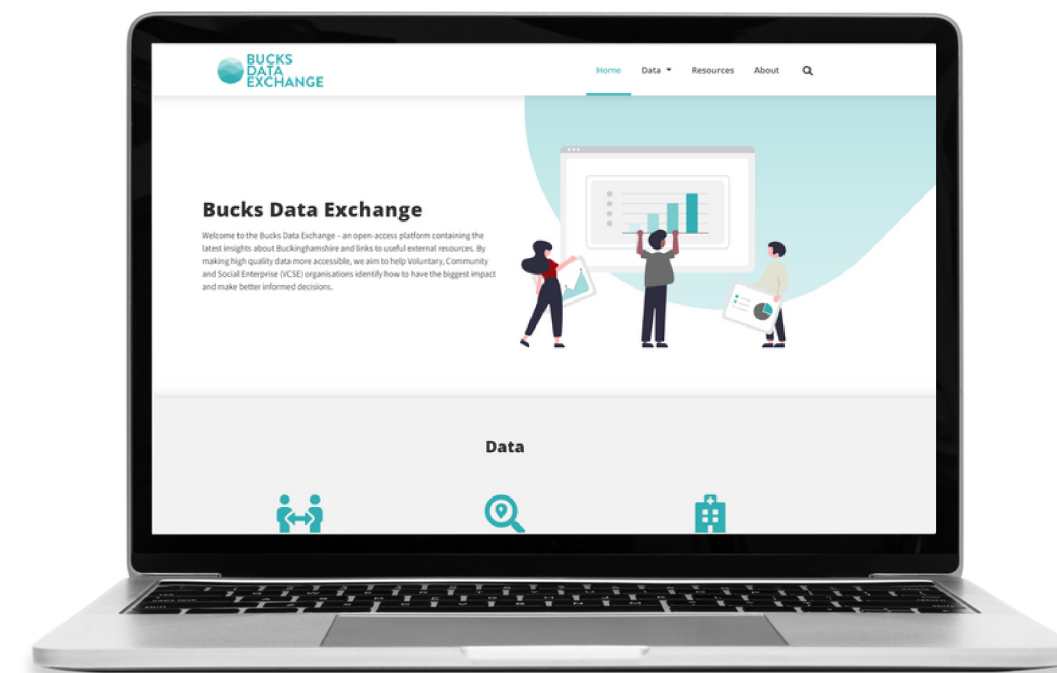
About the Bucks Data Exchange

The Bucks Data Exchange is a collaborative project to share high quality data to benefit people and places.

Launched in September 2022, our open-access website contains the latest insights about Buckinghamshire and links to useful external resources. By making high quality data more accessible, we aim to help Voluntary, Community and Social Enterprise (VCSE) organisations identify how to have the biggest impact and strengthen decision making and investments.

On the website, visitors can view data on population, carbon emissions, recycling rates, broadband speeds, life expectancy, rates of smoking, community safety and much more. The published data is the most recent available, focuses on Buckinghamshire and is aggregated so it contains no personal information.

The Bucks Data Exchange is a collaboration between the Rothschild Foundation, Buckinghamshire Council, Leap, Heart of Bucks, Buckinghamshire's Local Enterprise Partnership, Thames Valley's Office for the Police and Crime Commissioner and the Bucks VCSE Partnership Board.



How data can help us benefit people and places



We know that the most effective investments and decisions are informed by the best intelligence. Data has been collected and used by charities, voluntary organisations and social enterprises for years, however in the main, collected by individual organisations, and despite the VCSE all having the common goal to 'do good' this data has sat in isolation, not collated or curated to build a full picture of need or impact.

The pandemic sharpened people's minds to the inequalities in our society, and in 2020 a group of local funders, charities and the Council got together to share data and wanted to share Bucks specific insights with smaller organisations in the county. This is how the Bucks Data Exchange was born.

Through a series of workshops, consultations and events we found out what local VCSE organisations would find useful. In the winter of 2021/22 we ran a survey and found that 89% of respondents were interested in additional support to develop their data skills and that 94% of those who attended our events wanted to keep on engaging with us. It showed us there was clear demand for Bucks specific data and insights.

We've worked collaboratively as a partnership to create content – much of it written by data analysts with subject matter expertise at the Council. Bucks specific insights can be searched by topic area (e.g. population, health and financial insecurity) and there is a resource library signposting users to relevant external resources. Each topic contains a range of datasets with an accompanying narrative explaining the context and often comparing Bucks to other counties or the country as a whole.

But there is an appetite for more, more data, more insights and more benefits to our local residents. This is just the beginning...

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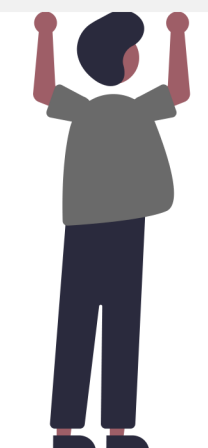
Sources: Bucks Data Exchange Survey 2022



I believe partnership and collaboration are critical to address the most stubborn inequalities and challenges facing society today. The Buckinghamshire Data Exchange enables key organisations across Buckinghamshire to distribute and share their intelligence, and collectively we can work on new solutions to address perennial problems.

This position is an exciting opportunity to be part of a data movement in Buckinghamshire, and the post holder will play a key role in enabling better decisions and investments to improve the lives of local residents.

Mark Ormerod
Chair Buckinghamshire VCSE Partnership Board



www.bucksdataexchange.org



Help us share high quality data to benefit people and places

Submit your CV and covering letter to Kirsty Ingham
kingham@leapwithus.org.uk

Closing date for applications is
Tuesday 31st January 2023.

 [@BucksDataEx](https://twitter.com/BucksDataEx)  [@BucksDataExchange](https://www.linkedin.com/company/BucksDataExchange)

 hello@bucksdataexchange.org



 **BUCKS
DATA
EXCHANGE**

www.bucksdataexchange.org