

The Role – Reporting & Insights Analyst

An exciting, fixed term opportunity has arisen with our wider Technology team at the R&A, reporting into our Head of Data. The fixed term period is currently set at 18 months.

The Reporting & Insights Analyst delivers high-quality reporting and actionable insights that enable better, more consistent business decision-making, grounded in a strong understanding of organisational strategy, operations, and performance priorities. Works closely with stakeholders to translate business needs into effective reporting and analysis, turning data into clear, measurable business value. Establishes and embeds clear, trusted KPIs and reporting standards, ensuring data is accurate, accessible, and aligned across teams.

Enables scalable self-service reporting and promotes data literacy, supporting a shift away from ad-hoc outputs towards a more structured, insight-led and evidence-based culture.

This is a full-time position working 35 hours per week, with regular presence required at our St Andrews offices. Our standard hybrid working pattern is 3 days in the office, 2 from home (subject to management agreement and the working set up within the relevant department).

What We Offer

Alongside a competitive salary, we also offer generous benefits:

- Company Pension Scheme
- Enhanced Sick Pay
- Life Insurance Cover
- Enhanced Maternity/Partner Pay
- 35 Days Holiday Per Year
- Free tickets to The Open and AIG Women's Open each year (and other relevant R&A Championships)
- Cycle to Work Scheme
- Season Ticket Loans
- Contribution towards glasses for VDU use
- Discounts available across 800 UK retailers and local businesses
- Private medical insurance
- Electric vehicle salary sacrifice scheme

Key Accountabilities

- Design, develop and maintain engaging, scalable dashboards and reports that provide clear, actionable insights to business stakeholders.
- Work with business teams to gather reporting requirements, translating them into effective data models, visualisations and KPIs aligned to team and organisational goals.

- Connect to and transform data from multiple sources, including Databricks (or similar cloud data platforms), ensuring efficient, reliable and optimised data pipelines for reporting.
- Apply data modelling best practices to ensure high-performing and user-friendly reporting solutions.
- Perform exploratory and diagnostic analysis to uncover trends, drivers and opportunities, translating findings into clear, actionable business insights.
- Collaborate with data engineering and data platform teams to ensure data availability, consistency and integrity across reporting layers.
- Manage report access, security roles, row-level security (RLS), and distribution, ensuring appropriate governance and data protection controls are in place.
- Support the ongoing improvement of reporting standards, documentation and governance, ensuring consistency and usability across all outputs.
- Provide training and guidance to business users, enabling self-service reporting while maintaining control and best practice standards.
- Monitor report usage and performance, continuously refining dashboards to improve adoption, usability and business value.
- Partner with business stakeholders to define, standardise and document KPIs, ensuring a single, trusted view of performance across the organisation.
- Proactively identify data gaps, inconsistencies and opportunities for improvement, working with data teams to enhance underlying data assets.
- Drive adoption of standardised dashboards, reducing reliance on manual and ad hoc reporting through effective stakeholder engagement and change management.
- Work with stakeholders to prioritise reporting initiatives based on business value, focusing effort on high-impact, decision-driving outputs

Who We Are Looking For

The ideal candidate will have the following experience and attributes:

- Proven experience in Power BI (or equivalent) development, including dashboard design, data modelling and code, ideally within a fast-paced, data-driven environment.
- Experience working with Databricks or similar cloud-based data platforms (e.g. Azure Synapse, Snowflake), with an understanding of how data is structured and accessed for reporting.
- Strong SQL skills and experience in querying, transforming and validating data from multiple sources.
- Good understanding of data modelling principles and performance optimisation techniques within dashboarding tools.
- Ability to perform exploratory and light analytical work, translating data into clear insights and recommendations for non-technical stakeholders.
- Confident communicator with the ability to present data in a clear, visually compelling way and explain insights in business terms.
- Experience working collaboratively with cross-functional teams including data engineers, analysts and business stakeholders.
- Ability to manage multiple priorities, working in an agile or iterative delivery environment while maintaining attention to detail and quality.
- Awareness of data governance, data quality and reporting standards, ensuring outputs are accurate, trusted and aligned to organisational practices.



- Embody the R&A's behaviours: Act with Integrity, Work Collaboratively, Aim High, Think Long Term, Bring Passion.

How to Apply

Applications can be submitted to recruitment@randa.org. Please attach CV and Covering Letter, clearly outlining the role you are applying to.

This job description is written as an indication of the nature and scope of duties and responsibilities. It is not intended as a fully descriptive or definitive list and jobholders will be expected to carry out other duties assigned which are appropriate to the position.