

<b>Job Title:</b>	Data Governance Manager
<b>Department:</b>	Technology
<b>Reporting To:</b>	Head of Data
<b>Direct Reports:</b>	0
<b>Version</b>	V0 300126

## Job Purpose

### Role purpose

Implements and continuously improves data governance frameworks, policies, and procedures to protect and de-risk and maximise the value of The R&A's data assets, ensuring "data protection by design and default" is consistently applied. Strategically manages relationships to ensure data is treated as a team sport.

### Key Accountabilities

- Implement, lead and refine data governance frameworks, standards and controls, ensuring they are understood, adopted and monitored across the organisation.
- Work with the R&A's DPO, informing and advising on data protection obligations, monitoring compliance with GDPR and related laws.
- Partner with legal, technology and business teams to assess and de-risk The R&A's technology and data estate, managing data risk registers, data asset maps and leading data protection impact assessments and other assurance activities.
- Oversee the alignment of enterprise data models with governance standards.
- Define and champion data ownership, helping to identify, onboard, train, and support a community of data owners and stewards across stakeholder teams, with clear roles and responsibilities.
- Work with the data team to define, measure and report on data quality metrics, driving remediation activities and continuous improvement in data accuracy, completeness and timeliness.
- Work with project teams to ensure compliance against our internal data integration framework
- Provide clear, engaging training and guidance on data governance and data protection, contributing to wider data enablement efforts and encouraging people to find their own solutions within agreed standards.

### Expertise

- Proven experience in data governance, data management or a closely related role, ideally within a complex, multi-stakeholder environment.
- Strong understanding of data governance frameworks, data management best practice and data quality techniques, with evidence of measuring and improving data quality.
- In-depth knowledge of GDPR and related data protection laws, with demonstrable experience of mitigating data risks, conducting DPIAs and providing practical compliance advice.

- Confident communicator who can articulate complex data and privacy topics in a clear and compelling manner, adapting style for different audiences and influencing at all levels.
- Ability to translate complex data governance concepts into business value stories to secure buy-in from all stakeholders
- Experience of building and leading cross-functional communities (such as data owners and stewards), coaching others, and encouraging creativity and challenge while maintaining high delivery and quality standards.
- Demonstrable ability to manage multiple projects and priorities, plan for short and medium-term objectives, and remain professional and open-minded when navigating organisational change.
- Strong understanding of organisational change approaches to drive adoption of data governance initiatives

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.