

Post Title: Spatial Data Support Specialist
Reports to: Spatial information Services Programme Manager
Grade: SCP36-42 (£41,412 - £48,069).
Term: 2 years, with the option to extend.
Secondments will be considered.
Location: Livingston/ Flexible Homeworking (with occasional travel within Scotland)

Part 1 – Job Role

Purpose:

To work in a key project management role that delivers tangible and sustained improvements across the public sector, through the provision of a service that enables Scottish local government to take a collective approach to managing and publishing geospatial information.

The role involves providing specialised and bespoke support to local authorities and partners across a number of service areas relating to geospatial data management and publication, along with utilising the information to gain insight into the understanding of place and to support improvements in public sector service provision.

Scope:

The Improvement Service is a Scottish centre of excellence in collaborative shared service development and digital public service innovation. It works with public sector bodies to improve outcomes and to develop solutions to meet the digital service needs for Scottish citizens. One aspect of this is a Spatial Information Service that supports Scottish local government to share and unlock key data sources, and thereby provide the evidence base for decision making and influencing policy.

Find out more about working at the IS [here](#).

The Spatial Information Service delivers the Spatial Hub, which provides a single point of access to quality-assured Scottish local authority geospatial data. The role entails supporting and promoting this critical resource to a variety of stakeholders and in identifying opportunities for its growth, innovation and business development. This includes engaging with local authorities across Scotland to ensure that relevant local government colleagues are adequately informed in their roles and are able to provide quality and timely data to the Spatial Hub.

The role also provides bespoke and flexible support to local authorities and partners as part of maximising the role of location data. This requires subject matter knowledge and technical understanding of geospatial datasets and processes.

Key Accountabilities:

1. Provision of lead role in the delivery of technical and specialist support and expert guidance to Scottish local government and partners relating to utilising geospatial information.
2. To prioritise and coordinate support for local authorities or partners, including resource planning.
3. To support the governance processes for the Spatial Hub in conjunction with local authority data leads, partner organisations and end users.
4. Expert data processing of large volumes of geospatial information from a wide variety of sources.
5. To coordinate and manage the delivery of projects effectively, including appropriate documentation and plans, along with the provision of regular and accurate progress and performance reporting for management and stakeholders.
6. To represent the Improvement Service at national forums promoting products and services and identifying opportunities for IS and local government.
7. To ensure an effective approach to knowledge sharing and dissemination of information across the organisation, to partners and the wider public sector.
8. To explore opportunities to add value to national Spatial Hub datasets, where applicable.
9. To increase the usage and benefits of the Spatial Hub data sources.
10. To work with partners and stakeholders in promoting and supporting collaborative and partnership working across local authorities and other public sector organisations, both at a local and national level.
11. To support and promote other key Spatial Information Services, including, the One Scotland Gazetteer, the Cloud Connector Framework, and tellmescotland.
12. To ensure that the Spatial Hub meets relevant legal obligations, for example, in relation to data licensing, GDPR and information management.
13. To undertake other specified duties and responsibilities from time to time as required

Part 2 – Person Specification

REQUIREMENTS (E = Essential; D = Desirable)	E	D
Education/Training/Qualifications Educated to degree level or equivalent relevant experience	x	
Skills - Proven record of ability in demonstrating a range of project management skills, with particular emphasis on collaborative working - Proven record of ability to adopt innovative and creative practice	x x	

• Excellent interpersonal, oral and written communication skills • Ability to demonstrate a range of business and commercial skills • Proven track record of leading, designing and delivering complex data driven programmes, both within and across organisational boundaries • Proven track record of building and sustaining positive stakeholder relationships and mutually beneficial partnerships • Collaborative and team building skills with a proven ability to motivate, enthuse and inspire others • Organisational skills required to work with many organisations with large amounts of complex datasets • Data analytical skills • Ability to work independently with minimal supervision	X X X X X X X	X
Knowledge • A comprehensive understanding of geospatial standards and data governance • An understanding of the Public Sector Geospatial Agreement and the collaborative ethos amongst member organisations • An understanding of applicable data legislation (e.g. INSPIRE, GDPR and data licensing)	X	X X
Previous Experience • Experience of working in Scottish public sector/local government • Experience of managing projects requiring cooperation amongst several public sector agencies • Experience of working with planning and/or building standards information • Experience of delivering technical support to colleagues or external organisations • Experience of delivering geospatial analysis using multiple data sources	 X X	X X X
Other Requirements • Ability to travel throughout Scotland as required • Full driving licence		X X