

**Data Governance Manager
San Diego Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=242402>

Downloaded On: Aug. 10, 2024 11:18am

Posted Jul. 31, 2024, set to expire Aug. 26, 2024

Job Title Data Governance Manager
Department Inst Innov and Eff
Institution San Diego Community College District
San Diego, California

Date Posted Jul. 31, 2024

Application Deadline 08/26/2024

Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Administration - Other

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Job Description

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Data Governance Manager

San Diego Community College District

Closing Date: 8/26/2024

Position Number: 00120576

Location: District

Position Type:



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Classified

The Position:

Posting Details (Default Section)

Closing Date: 08/26/2024

Open Until Filled: No

Classification Title: Data Governance Manager

Working Title: Data Governance Manager

Location: District

Pay Information

Range 4 (\$9,456.53- \$15,403.70) per month based on the 2024 Management Salary Schedule.

New employees -Initial salary placement is commensurate with related experience. Promoted or transferred employees will be placed as specified in the CBA and is non-negotiable. The District offers a comprehensive fringe benefit package including employer paid: medical, dental, and vision plans; sick and vacation leave; and opportunities for professional development. Initial Salary Placement, Promoted or transferred employees will be placed as specified in the Management Employees Handbook.

This position is FLSA Exempt and may not accrue overtime. A temporary probationary period will be applied to the employee entering this assignment. The SDCCD Employment Web Page provides a link to employee collective bargaining agreements and handbooks, and more information about terms and conditions of employment to include salary and benefits.

Position Equivalent FTE: 1.0

No. Months: 12 months

Position Number: 00120576

FLSA Status: Exempt (does not accrue overtime)

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Position Type: Classified

Bargaining Unit: Management

Range: 4

Department: Inst Innov and Eff

The Position

We are excited to share this unique opportunity to join the District Office of Institutional Innovation and Effectiveness as the Data Governance Manager (DGM) at the San Diego Community College District (SDCCD). You will be the inaugural person in this position, joining a small, diverse, and innovative team and reporting to and working closely with the Vice-Chancellor. This will be an opportunity to become a strategic business partner throughout SDCCD, the second-largest district in the California Community College system.

Data governance is critical for SDCCD, as it will support the creation of a high-quality data infrastructure, moving SDCCD to an active, data-mature state. This position involves defining and enforcing guidelines, policies, standards, and procedures for managing the district's data assets, ensuring data quality and consistency, and continuing our attention to security. This position is essential as SDCCD transitions to an enterprise data warehouse to improve access to high-quality, comprehensive data and analytics and begins to integrate the use of AI.

Under the direction of the Vice Chancellor of Institutional Innovation and Effectiveness, the Data Governance Manager leads the development and management of SDCCD's data governance capabilities through facilitation and collaboration with key stakeholders to ensure the establishment and adherence to policies and standards. The position will facilitate the development of processes for effectively addressing issues or concerns related to data usage and management while fostering a culture of shared responsibility and proactive problem-solving.

If you have a passion for relationship building, an entrepreneurial mindset to develop something new, extensive experience in data governance operations and facilitation, and a desire to be at the forefront of building and collaborating on a dynamic team, this is your opportunity to make a significant impact in the San Diego community.

Classification Description: Click [here](#) for description.

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Desired Qualifications

The ideal candidate for the Data Governance Manager position will be a strategic business partner institution-wide, with a proven ability to lead and collaborate across various organizations, departments, and divisions. They will be an effective communicator who can engage diverse stakeholders and build consensus. Expertise in planning and executing data governance initiatives and technical proficiency in data management and analysis is essential. Additionally, a passion for AI, big data, and machine learning will be beneficial, as well as a commitment to serving and supporting the diverse communities in San Diego.

Skills and Abilities:

- **Leadership and Collaboration:** Proven ability to unite people, fostering collaboration across various organizations, departments, and divisions. Demonstrated patience and capability to engage all constituents, ensuring broad participation and shared responsibility in data governance initiatives.
- **Communication and Engagement:** Effective communication and collaboration skills, including articulating complex technical concepts to non-technical stakeholders. Experience in building consensus and driving engagement among diverse groups.
- **Change Management:** Expertise in planning, executing, and sustaining data governance initiatives and transformations and working in an environment undergoing cultural changes.
- **Technical Proficiency:** Strong technical skills in data management and systems, including proficiency in database management and basic data integration tools.
- **Data Analysis:** Data analysis and interpretation skills for informed decision-making.
- **Policy Development:** Experience in developing and implementing data governance policies.
- **Project and Program Management:** Demonstrated project management experience.
- **Visualization and Cloud Services:** Skills in using data visualization tools like Power BI and familiarity with cloud-based data services and platforms such as Azure.
- **Passion:** a passion for serving and supporting the diverse communities we serve in San Diego.

Knowledge:

- Current trends and developments in data governance, data quality, and data stewardship.
- Data risk management.
- Effective strategies for data governance in an educational or similar institutional setting.

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- Fundamental principles and practices of data governance and management.
- Key concepts of data architecture, modeling, and database design.
- Relevant laws, regulations, and compliance requirements related to data governance, including data privacy.
- Understanding of data lifecycle management and data integration processes.
- Understanding of legal and regulatory frameworks governing data usage, privacy, and security

Training and Experience:

Any combination of training and experience equivalent to: a Bachelor's degree from an accredited college or university in a field related to the assigned areas of responsibility and five years of experience in information management, specifically in creating and executing data governance programs for complex, multifunctional organizations and data quality projects, offering training and support for analytics and responsible use, and/or metadata management initiatives; and a minimum of three years of experience in Project or Program Management. Master's degree preferred.

Foreign Degree: Applicants with foreign degrees from colleges or universities outside of the United States must have their coursework evaluated by a professional association that is a member of the National Association of Credential Evaluation Services ([NACES](#)) or Academic Credentials Evaluation Institute, INC. ([ACEI](#)). A copy of the evaluation must be submitted with your online application.

Commitment to Diversity: All applicants must have demonstrated cultural competency and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and classified professionals.

Special Instructions to Applicants: **The Institutional Innovation and Effectiveness Division is piloting an anonymous screening format to minimize implicit bias in application screening.** The anonymous screening format refers to reviewing applications without revealing the applicants' personal information, such as their name, gender, or other potentially biased details. This approach aims to eliminate unconscious biases, promoting fair and objective evaluation based solely on the applicants' experience. By anonymizing applications, screening committees create a more inclusive and diverse hiring process.

To ensure **full** consideration, qualified candidates must submit a **complete** online application that includes the items listed (extraneous material will not be reviewed). References to resumes or other uploaded documents within the online application will be considered an "incomplete" application; please enter "N/A" if any section does not apply.

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1. Complete online application;
2. Resume;
3. Letter of Interest;
4. Three professional references listed in the body of the application; AND,
5. Supplemental Questions.
6. Unofficial Transcriptions (optional).
7. Foreign Degree Evaluation (if applicable).

Important: To ensure consistency and fairness to all candidates, please do not submit materials other than those requested (i.e., personal photo, articles you've written, etc). Please only upload requested documents using respective document name labels. Uploading extraneous materials, unless specifically requested within this posting, may result in your application not being reviewed. Only complete application packets will be forwarded to the committee.

- Application materials sent via mail, fax, or email will **not** be accepted.
- Note that correspondence, including interview invitations, will be sent to you via email.
- All inquiries, nominations and applications will be held in the strictest confidence.

Tentative Timeline (Subject to Amendments): First-level interviews are expected to take place in early September.

Conditions of Employment:

SELECTED CANDIDATE IS REQUIRED TO COMPLETE THE FOLLOWING PRIOR TO EMPLOYMENT:

- Submit "official" college transcripts as stated on application (even if a degree is not a requirement for this position); Including Foreign Degree Evaluation, if applicable.
- Provide a Certificate of Tuberculosis Exam for initial appointment (Note: The certificate must be renewed every 4 years as a condition of continuing employment);
- Have fingerprints taken by a Live Scan computer at the District's expense (Clearance must be received prior to first day of employment);
- Present original documents for proof of eligibility to work in the United States **as required by the I9 Employment Eligibility Verification form**; AND,
- Attend a new hire processing appointment in People, Culture, and Technology Services located at the District Administrative Offices.
- Employed on an initial contract of up to two (2) years that is eligible for renewal for up to a

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subsequent two-year period.

EMPLOYMENT AFTER RETIREMENT

If you accept a contract (permanent) position with SDCCD and are a retired annuitant with CalPERS or CalSTRS, you must reinstate from your retirement system. Please reference the [CalPERS](#) or [CalSTRS](#) website for further information.

EMPLOYEE BENEFITS

SDCCD provides a comprehensive fringe benefit package for its full-time classified employees. The District contributes toward the cost of the premium (including dependent coverage) for the medical insurance plan options. Additional benefits include dental, vision, sick leave, vacation and opportunities for professional development. Contract employees become members of the California Public Employees' Retirement System (CalPERS) upon appointment.

Posting Number: CL01685

Major Responsibilities:

Qualifications:

Desired Qualifications:

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To apply, visit: <https://www.sdccdjobs.com>

All applicants must have demonstrated cultural competency and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students and staff.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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