

**Head of Data & Digitalisation**  
Innovation & Electricity Systems

**Salary:** Competitive salary, dependent on experience

**Contract:** Permanent, Full-Time

**Location:** London Bridge - flexible working opportunities

**About ENA**

Energy Networks Association (ENA) represents the transmission and distribution network operators for electricity and gas in the UK and Ireland. Our members control and maintain the critical national infrastructure that delivers these vital services into our homes and businesses. As the voice of the energy networks sector, ENA acts as a strategic focus and channel of communication for the industry (<https://www.energynetworks.org/>)

**About the team:**

Our Innovation & Electricity Systems team supports our members with areas relating to the current and future planning, operation, and maintenance of the Energy Networks. We do this through a range of channels including working groups, briefings, events, meetings with external stakeholders and online tools and events. We are a diverse and experienced team who are energetic, passionate and have a strong focus on helping Networks contribute to the Government's Net Zero carbon emissions targets.

**Purpose**

The Head of Data & Digitalisation, reporting to the Director of Innovation and Electricity Systems, will take a matrix management approach, working with ENA's Member organisations and across all ENA Departments to progress the digitalisation of the UK Energy Networks. While based in the Innovation & Electricity Systems Directorate, the role is cross-departmental as many aspects of the Energy Networks will need to be digitalised and must take a data driven approach to enable a transition to a smart, flexible energy system.

The role will provide oversight of several areas of data management and supporting members with data and digitalisation strategy. It will require strong collaboration and co-ordination with internal ENA teams as well as across members and other industry organisations; working with a wide range of stakeholders and driving the industry forward is a critical aspect of the role.

Data/digital systems specification and development is also a key aspect of the role and, while the Head of Data & Digitalisation will not need deep technical understanding of all the specific technical details of a specification, they will be expected to:

- Understand digital systems, how they interact and how they can be made interoperable (with both internal and external systems).
- Use this knowledge to support the development of digital roll-out strategies and action plans for ENA and Members.
- Engage and communicate the role of networks and their digitalisation needs to key stakeholders such as Government, Regulators and Industry, including presentations and participation in roundtable discussions.

- Facilitate requirements definition and production of corresponding scoping and specification documents. This including discussing technical details with suppliers and Members, as well as undertaking the relevant procurement activities.
- Manage the implementation programme of digital systems.
- Manage the general operation and evolution of the ENA digital systems and databases that support members. This includes the processes and procedures that support the systems, ongoing vendor management and change management.
- Support the development of future digitalised systems and capabilities, both within ENA and with Members.
- Facilitate meetings and workshops, including associated administration.

The Head of Data & Digitalisation will need to ensure effective implementation across ENA and Members. This will involve activities such as the co-ordination of training (either internal or external) and stakeholder engagement to disseminate and educate stakeholders. In addition, once these systems have been implemented, the Head of Data & Digitalisation will be responsible for seeking and co-ordinating feedback from users and continuously improving our suite of digital solutions.

The Head of Data & Digitalisation will be responsible for owning and updating ENA's internal data governance processes. This includes ensuring that relevant data training (which could be internal and/or external) is delivered to new starters and all ENA staff at regular intervals to ensure compliance with data governance processes.

A key part of the role is to manage and participate in a number of internal and external data and digitalisation working groups, including the ENA Data & Digitalisation Steering Group, and assist in the delivery of actions and projects emerging from these groups.

### **Experience & Skills**

The ideal candidate would have 3-5 years of experience in developing, operating and managing digital systems and initiatives. This includes specifying the development and then implementing new systems. Therefore, a sound technical knowledge of data architecture, modelling, data standards, governance, Geographic Information Systems (GIS) and ICT systems is essential.

Additional experience including defining strategy, project management, procurement processes, and contract management of third-party suppliers through service implementation and operation would also be beneficial.

Experience of working in, or with, the energy sector is not essential, but would be advantageous.

Candidates must have good communication and presentational skills, initiative and self-motivation and a detail-oriented approach to delivery. Building positive and productive relationships with colleagues, Members, external stakeholders and commercial partners will be important in this role.

### **Key Responsibilities/Accountabilities**

The Head of Data & Digitalisation will be responsible for assisting with key ENA work areas, which include, but are not limited to the following:

- Lead and manage various Member-led data and digitalisation solutions and initiatives from the ENA Data & Digitalisation Steering Group and other relevant working groups, working with other Heads of, as required.
- Coordinate and draft system specifications drawing on internal and external expertise.
- Support the implementation of new digital systems.
- Apply continuous improvement practices to digital systems and collaborate delivery partners in order for this to be achieved.

- Work cross-department acting as subject matter expert for any digital solutions and initiatives and coordinate with these departments to support the continuous improvement of solutions.
- Manage and deliver updates and presentations to various internal and external stakeholder groups.
- Own and updating ENA's internal Data Governance processes.
- Be the Data Controller, responsible for the management of data within ENA.
- Assist with stakeholder engagement, including organising stakeholder engagement events.
- Engage with Ofgem, BEIS, Innovate UK and the wider industry stakeholders.
- Represent ENA at relevant committees/meetings connected with Data and Digitalisation.
- Provide support for ENA staff and Network members in the use of the Digital Solutions.

### **Benefits**

In return in addition to a competitive salary you will have access to a range of other employee benefits including; 33 days' holiday entitlement; Group Personal Pension Scheme, Annual Bupa Medical Assessment, Employee Assistance Programme and an interest-free season ticket or bike loan.

*ENA is committed to recruiting, training and promoting the best person for the job and encouraging all our colleagues to reach their full potential, regardless of age, gender, marital status, colour, race or ethnicity, nationality, disability, religion or religious or other beliefs, sexual orientation, social, spent criminal convictions or educational background or family or care responsibilities.*

*ENA is determined to create a working environment which is free from any form of discrimination, harassment or bullying and within which all individuals are treated with respect, fairness and courtesy.*

*If you require any reasonable adjustments as part of our recruitment process, please get in touch and let us know. We're also happy to discuss flexible working options should the role accommodate it.*

To apply, please send your CV with a covering letter quoting ID22, outlining why you feel you would be suitable for the role and including details of your current salary to [recruitment@energynetworks.org](mailto:recruitment@energynetworks.org)

**Closing date for applications: Friday 27 May 2022**

No Agencies