



Role profile

Head of Problem Structuring Analysis

Civil Service Grade: Grade 6	Salary Minimum: London: National:	Contract Type: Permanent
Job Type(s): Analytical Operational Research Select 3rd job type.	Civil Service Profession: GORS	DfT Directorate: Analysis & Science
Location(s): London Hastings Birmingham Leeds	Reporting to Job Title: DD Advanced Analytics	

Job description

Job summary

The Advanced Analytics Division (AAD) is a growing multidisciplinary unit of Operational Research Analysts, statisticians and Data Scientists within the Analysis and Science Directorate including members of the Government Operational Research Service (GORS) and the Digital, Data and Technology (DDaT) Profession. The team is currently split-site between London and Hastings. This division is in the department's Analysis and Science Directorate which supports the whole department.

We work on a range of projects across DfT, including supporting the DfT's Agencies to ensure decisions are underpinned by robust analysis. We leverage the full spectrum of OR and data science techniques from systems thinking, optimisation and simulation modelling to AI & machine learning to solve high profile and technically challenging problems.

Your role in the division will be a crucial part of leading and growing the use of soft OR and core analysis techniques such as problem structuring and systems thinking in the Department. Working with OR colleagues, embedded analytical teams and policy leads you will play an essential role in driving the use of soft OR and analysis to underpin decision making. We are in the process of building a problem structuring / Soft OR capability area, taking on new work in this space and extending our reach further across the department. Your experience in leading soft OR projects and engaging with stakeholders will help us to achieve this aim.

Our projects cover a range of policy areas and internal organisational needs as priorities and opportunities arise and we we're looking to expand our influence to ensure we're supporting all the Department's priority areas, which requires an Agile approach to be able to pivot at a moment's notice.

Recent examples of our work include:

- Supporting DVSA to understand second order impacts of changing the practical driving test wait time
- Understanding and mapping barriers to the uptake of hydrogen technology to support our science team.
- Multi-Criteria Decision Analysis to support a complex decision space.
- Exploratory statistical analysis for HR to generate insight to support our strategic priority 'being an excellent department'.

You'll be responsible for leading this key capability area in the Division and building a centre of excellence. You'll be reaching out to stakeholders in the department to identify where our team can add value and will lead teams to deliver this important analysis. You can expect to be working on a variety of projects concurrently. You will also be expected to engage across Government and beyond to build networks and build our capability.

You'll also be able to apply your knowledge of other OR techniques (soft and hard) to the vast array of projects we work on. We matrix manage our projects, so whilst we want to grow our expertise in problem structuring it is likely you'll also be asked to lead small project teams of various disciplines across the spectrum of analysis techniques from project initiation, through to delivery and subsequent retro. You will also get the opportunity to develop your technical skills and networks in dedicated learning and development time.

Duties and responsibilities

We are looking for someone with experience in soft and hard OR and in leading and delivering problem structuring and systems thinking to underpin decision making.

Key responsibilities include:

- Engaging with DfT stakeholders to identify high impact projects and where we can add value to embedded analytical teams.
- Lead and manage analysts and innovative analytical projects from project initiation to delivery and retrospectives.
- Building awareness and soft OR capability in our team and the wider department.

Person specification

Behaviours

Developing Self and Others

Identify areas individuals and teams need to develop in order to achieve future objectives. Support colleagues to take responsibility for their own learning and development. Ensure individuals take full advantage of learning and development opportunities available to them, including workplace based learning. Encourage discussions within and between teams to learn from each other's experiences and change organisational plans and processes accordingly

Leadership

Seek out shared interests beyond own area of responsibility, understanding the extent of the impact actions have on the organisation. Inspire and motivate teams to be fully engaged in their work and dedicated to their role

Managing a Quality Service

Deliver a high quality, efficient and cost-effective service by considering a broad range of methods for delivery. Ensure full consideration of new technologies, accessibility and costings. Make clear, practical and manageable plans for service delivery. Create regular opportunities for colleagues, stakeholders, delivery partners and customers to help improve the quality of service

[More information about Behaviours](#)

Experience

You will need to have experience:

- Leading and Managing Analytical Teams.
- Leading on the application of problem structuring and systems thinking to underpin decision making.
- Engaging with Stakeholders to identify where analysis can be used to help improve decision making.

[More information about Experience](#)

Technical

You will be assessed against the [GORS technical competencies](#):

Knowledge and application of OR skills and techniques

Achieving impact with analysis

Sustaining and developing OR professionals and professionalism

[More information about Technical](#)

Other helpful information you need to know

Level of security clearance: Baseline Personnel Security Standard (BPSS)	Working Pattern: Full-time; Part-time; Job share; Flexible working	Contact Information: Sam Rose Sam.Rose@dft.gov.uk 07971 146243
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Beyond the current Covid-19 pandemic, you will be expected to work in one of our offices at least one day per week.