



## **Data Governance Specialist**

AnalyticsIQ – *Atlanta, GA (remote/hybrid)*

AnalyticsIQ is a dynamic, fast growing marketing data and predictive analytics company focused on providing innovative consumer and business data and analytics solutions. These solutions empower marketers to deliver more personalized experiences while helping their marketing dollars go further. Our data products include firmographics, employee psychological decision drivers and the linkage of employees to the wealth of consumer demographics, affluence categories, health and wellness, and psychological behaviors and future buying predictions.

### **Why AnalyticsIQ?**

AnalyticsIQ is a proven growth company delivering unique value in a rapidly growing market. Our small, close-knit team enables us to be fast and flexible, creating solutions and delivering results to our clients in record time. As a member of our team, you will have an opportunity to thrive within an incredible culture that provides market leading solutions, competitive pay and benefits, proven support for work-life balance, a commitment to teamwork, and support for personal and professional growth.

AnalyticsIQ is committed to creating and maintaining a workplace in which all employees have an opportunity to participate and contribute to the success of the business and are valued for their skills, experience, and unique perspectives. This commitment is embodied in company policy and the way we do business at AnalyticsIQ and is an important principle of sound business management.

### **Job Description**

Our company is looking for an outstanding Data Governance Specialist for our growing team focused on using stewardship to coordinate and address the business needs while implementing standard methodologies. Beyond supporting stewardship, you will support the data governance program, develop use cases, and enable experts across the company. The position ensures the organization and consistency of the Company's data management strategies, policies, standards, and control frameworks. The ideal candidate will be highly attentive to detail, have excellent organizational and project management skills, and actively work to ensure that established governance procedures are consistently followed to ensure the integrity and security of corporate documents and information. This role reports to the Vice President of Data Governance.

### **Responsibilities**

- Act as a Data Steward by overseeing data sets, ensuring that policies are properly implemented, and compliance is achieved.
- Maintain the Metadata Repository by ensuring that each element has a clear and unambiguous data element definition, does not conflict with other data elements in the metadata registry, is being used consistently in various computer systems, is fit for purpose, documents the origin and sources of authority on each metadata element, and is protected against unauthorized access or change.



- Partner with leadership to create and document the company's global data governance standards.
- Develop and maintain policies, procedures, standards, and technology in support of data management best practices.
- Monitor and ensure compliance with data governance standards; conduct regular audits to confirm adherence to standards.
- Manage and ensure all business-related contracts, documents, files, etc. are accurately maintained in the company's designated data management platform(s).
- Create and maintain the current company's information/data maps.
- Identify gaps in processes and operating effectiveness of established frameworks.
- Identify continuous improvement opportunities for data management that mitigate risk and allow for growth and scalability.
- Uses business intelligence data and tools.
- Partner with SMEs throughout the organization to achieve agreed-upon data governance and management objectives.
- Evaluate established and emerging data practices to ensure alignment with company standards in data governance and management.
- Support with special projects or other department or company initiatives/needs, as requested.

### **Qualifications**

- The ideal candidate should have at least a Bachelor's degree in Business Administration, Data Science or related field, or equivalent experience.
- 5+ years of related and progressive experience in Data Management, Data Governance, or related fields.
- Experience with industry-leading data governance and data management tools, including metadata management, core data management, and data analytics.
- Ability to handle databases and understand technology-driven business intelligence tools.
- Solid knowledge of Compliance regulations such as CPRA, knowledge of State or Federal, and local laws related to AIQ data.
- Ability to create and convey detailed and accurate requirements and communicate accordingly to stakeholders, partners, and management.
- An equivalent combination of education and experience is required. A proven track record of leading large scale data governance initiatives or projects is preferred over limited experience with a bachelor's degree.
- Highly developed interpersonal, written, and verbal skills with an ability to express complex technical concepts in business terms.
- Experience in drafting and leading data policies, business data processes, and business glossaries.
- Experience inspiring change for data governance including: project/program management, change management / change readiness, data literacy, and leading stewardship.
- Knowledge of business processes and technical practices impacting data quality is meaningful.

### **What You Can Expect from Us:**



- A collaborative and supportive company culture with a rewarding work environment
- Work-life-balance
- Employee development
- Room for upward growth within the organization
- Competitive pay
- Comprehensive benefits including 100% of family health, dental, and vision
- 401k with company matching
- Opportunity to attend a variety of events including company and industry events
- Paid paternity, maternity, and adoption leave
- Remote working options
- Paid vacation days that increase with time employed with company
- Sports and entertainment tickets available to employees
- Reimbursement towards family fitness club membership