

<b>Job Title</b>	Senior Data Strategist	<b>Classification</b>	Grid Level 27
<b>Department</b>	Information Technology	<b>Date Updated</b>	May 2026
<b>Reports to</b>	Director, Information Technology		

**PROGRAM AND STRUCTURE**

Legislative Assembly staff provide non-partisan services to the institution of Parliament and its elected members in the areas of procedural advice, administrative support and information services. The Legislative Assembly is an autonomous employer, separate from the administrative framework of government ministries and agencies, which operates under the authority of the *Constitution Act* and the *Legislative Assembly Management Committee Act*.

**DEPARTMENT SUMMARY**

The Information Technology department (ITD) supports all Legislative Members and Staff with the specification, acquisition, deployment, and maintenance of Information Technology. This includes the technology infrastructure, software applications, telecommunications, and Internet connectivity.

**JOB SUMMARY**

Reporting to the Director, Information Technology, the Senior Data Strategist is responsible for driving enterprise data strategies and ensuring the effective use of data across the Legislative Assembly of British Columbia. This position serves as the product owner for critical information management enterprise solutions, overseeing data classification, compliance, and ownership at both technical and business levels. The Senior Data Strategist plays a pivotal role in enabling informed decision-making and operational efficiency for data segmentation and design through advanced analytics, dashboarding, and reporting capabilities. This role leads initiatives related to data governance, AI technology oversight, and insider risk management while fostering continuous improvement, clear communication, and alignment with organizational goals. The Senior Data Strategist is responsible for educating employees across all departments on emerging technologies and ensuring a positive client experience.

**KEY RESPONSIBILITIES**

- Develops and implements comprehensive data strategies that align with organizational objectives and regulatory standards.
- Ensures data quality and integrity by establishing robust data governance frameworks and compliance protocols.
- Collaborates with cross-functional teams, including internal and external subject matter experts, client groups and resource providers, to integrate compliance considerations into AI initiatives.
- Monitors and assesses regulatory developments related to data privacy and AI ethics to ensure ongoing compliance.
- Conducts risk assessments to identify potential ethical, legal, and reputational risks associated with AI and data practices.
- Develops and implements policies and standards for responsible AI use.
- Leads training sessions and workshops to educate employees on data compliance and ethical AI practices, and other topics assigned by the Director.

- Acts as a relationship manager between users, vendors and software providers, advocating for product improvements by gathering and incorporating feedback to enhance product performance and usability, while effectively communicating product changes and updates to users.
- Coordinates with the cybersecurity team to establish robust data protection measures and access controls.
- Stays informed about emerging data trends and technologies to propose innovative approaches to enhance product functionality and meet evolving business needs.
- Establishes key performance indicators (KPIs) to measure the success of the data product.
- Administers insider risk management policies in coordination with the cybersecurity team, reviewing alerts to identify and respond to data misuse, exfiltration, and policy violations.
- Manages the data classification taxonomy, defining sensitivity and retention labels and applying labelling policies across enterprise content.
- Designs and maintains Power BI dashboards, reports, and semantic models that turn enterprise data into accessible insights for decision-makers.
- Performs other duties as assigned within scope of work.

## ORGANIZATION STRUCTURE

Clerk of the Legislative Assembly of BC  
 Chief Information Officer  
 Director, Information Technology  
**Senior Data Strategist**

## SELECTION CRITERIA

### EDUCATION, TRAINING & EXPERIENCE

- Post secondary education in Computer Science or related field, plus at least 3 years of experience with technology related initiatives, or an equivalent combination of education and experience.
- Experience with modern toolsets, behavior-driven recommendations, and dynamic systems.
- Experience aligning data product strategies with organizational objectives.
- Experience in developing UI/UX design solutions preferred.
- Experience developing and delivering data-driven reports and leveraging analytical tools to support financial decision-making preferred.

### KNOWLEDGE, SKILLS & ABILITIES

- Familiarity with Agile methodologies (e.g., Scrum, Kanban) and the product lifecycle.
- Knowledge of data visualization tools and analytics platforms.
- Understanding of database systems, data architecture, and cloud platforms.
- Awareness of APIs, ETL processes, and other data integration technologies.
- Knowledge of UI/UX principles, best practices and standards.
- Understanding of business processes, objectives, and challenges to align the data product with organizational goals.
- Understanding of backlog management, user stories, and prioritization techniques.
- Proficiency in statistics and data-driven methodologies.
- Proficiency in creating presentations and reports to engage stakeholders and demonstrate value.
- Strong interpersonal skills to collaborate with diverse teams and manage client expectations.
- Strong ability to interpret and leverage data for insights, storytelling, and decision-making.

- Ability to effectively communicate complex technical concepts into clear and accessible information to clients.
- Ability to design, prepare, and deliver engaging training sessions, educating diverse audiences on technical concepts and tools.