

Team and role outline for:
Specialist Statistician in Statistics Jersey

Department:	Statistics Jersey
Team:	<i>Social Statistics Team</i>
Reports to:	<i>Statistician Team Manager (Social Statistics).</i>
Responsible for:	<i>No direct reports</i>

Team purpose

Statistics Jersey is the central statistical office for Jersey.

We produce official statistics relating to the:

- economy
- population
- society

These statistics are published openly online and available free of charge.

Official statistics provide a picture of society, the economy and the work and performance of government. They are fundamental to:

- good government
- the delivery of public services
- decision-making in all sectors of society

Statistics we produce are analysed across government to understand trends, evaluate outcomes and develop strategies.

Job purpose

This role will be working in the social statistics team, collecting data from households through surveys, in order to produce high quality social statistics. The statistics have a wide range of users, including other civil servants working across the organisation and particularly in policy and strategy, States assembly members, businesses, third sector organisations and householders, and provide evidence for decision making, improving outcomes for Islanders.

Team detail

The generic job description provides general information about the role and should be read in conjunction with this team and role outline.

Below gives specific information about the team which this role sits within, against the Data Analyst and Statistician professional development framework capabilities.

Quality Assurance	<p>Data collection methods used by Statistics Jersey include through surveys of households and businesses, and collection of administrative data from other government departments.</p> <ul style="list-style-type: none"> • Surveys: quality assurance involves internal consistency checks of survey responses, validation against external data • Admin data: quality assurance involves internal consistency of record information, manual matching of records relating to same individuals or businesses, identification and fixing of duplicate records
Data Technology	<p>Surveys: Statistics Jersey uses survey software (Alchemer), MS Access, Excel, SPSS to collect, analyse and visualise survey data</p> <p>Administrative data: Statistics Jersey uses SQL Server (via SSMS), PowerBI, R and Python, Excel to collect, process, analyse and visualise admin data</p>
Data Analysis /	Surveys: analytical techniques used by Statistics Jersey include: survey

Interpretation	<p>sampling methodologies, compensation for non response techniques, statistical disclosure control, confidence intervals, tests of significance (parametric and non-parametric), descriptive statistics</p> <p>Admin data: analytical techniques include compensation for non response techniques, statistical disclosure control, confidence intervals, tests of significance, descriptive statistics, predictive modelling, evaluation of accuracy, bias and precision, of models, life table analysis, cohort analysis</p>
Subject Matter Expertise	<p>Statistics Jersey works within Data Protection law, Statistics and Census law, and follows the Code of Practice for Statistics. As the producer of official statistics, our role is to advise Ministers, States Assembly members, policy professionals, civil servants, businesses, the third sector, and the general public on the interpretation of official statistics, as well as provide advice to other departments looking to run surveys or analytical exercises.</p> <p>Different areas of Statistics Jersey will require different subject matter expertise, including National Accounts, Economic statistics (unemployment, manpower, house prices, retail prices), Social Statistics, Demography (including population and migration estimation and projections), survey design, use of linked administrative data, evaluation and monitoring.</p>
Data Promotion	<p>A main function of Statistics Jersey is to ensure statistical publications are available and accessible to all, including States members, civil servants, organisations and the general public.</p>
Continuous Improvement	<p>The methods of analysis and dissemination of official statistics are continually improving, and Statistics Jersey look to continuously improve its methods of data collection, analysis, storage, use of technology and automation. We look to international best practise, as well as tailoring for the local context.</p>
Managing self and others	<p>Statistics Jersey have a unique remit to produce statistics relating to the Island wide economy, population and society. To comply with the Code of Practice, statistical releases are published to a pre-announced schedule. Team members are required to delivery high quality analysis and reporting to a pre-announced timetable.</p>
Collaboration	<p>Statistics Jersey outputs include data and statistics on the web, visuals and dashboards, as well as narrative reports. The outputs need to take into account multiple users of the data and be tailored appropriately.</p> <p>Statistics Jersey will need to engage with its wide range of users to understand their requirements, and translate these into analytical processes and relevant outputs.</p>
Communications	<p>Statistics Jersey provide written, visual and verbal communications about the methodologies used, the statistical outputs, as well as supporting users to interpret the statistics. During the course of their work, Statistics Jersey communicate with everyone, from members of the public, to businesses, third sector organisations, civil servants at all levels of seniority and States Assembly members.</p>
Respect	<p>As a central statistical office, and one tasked with producing the census, Statistics Jersey can be required to provide standardisation and harmonisation around categories such as ethnicity and capturing disability data.</p>

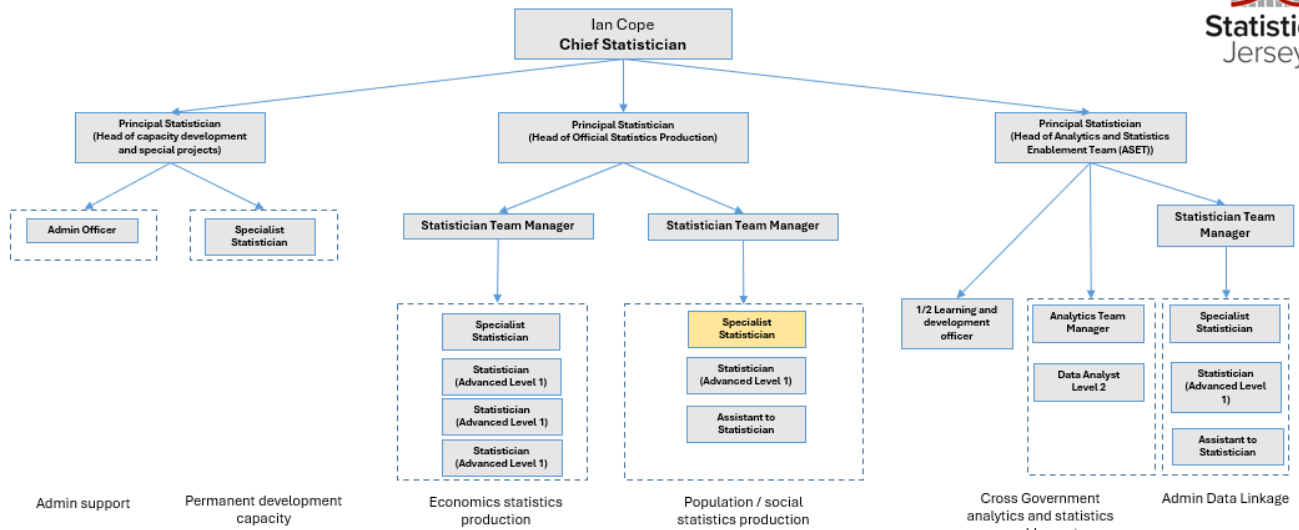
Statutory responsibilities

Statistics Jersey produce statistics in accordance with the Statistics and Census (Jersey) law.

Organisational structure (specific to role)

The job description provides a generalised organisational chart – below provides the specific organisational structure for this role.

Statistics Jersey organisational chart



Complementary person specification

The generic job description provides general information about the role and should be read in conjunction with this document.

Below provides complementary information relevant to this role.

Attributes	Complementary detail specific to the post	
	Essential	Desirable
Qualifications	<p>See generic job description.</p> <p>Degree level or equivalent in a relevant subject (e.g. Statistics or Mathematics)</p> <p>Plus additional post graduate training in official statistics.</p>	
Knowledge	<p>See generic job description.</p> <p>Official statistics / their legal frameworks. This role is within the survey team, and as such knowledge of survey methodology is required, including probability sampling, statistical disclosure control and compensating for non-response.</p>	

<p>Technical / Work-based Skills</p>	<p>See generic job description.</p> <p>This particular role is within the survey team. As such, key technical skills will include use of survey and statistical analysis software packages.</p>	
<p>General Skills/Attributes</p>	<p>See generic job description.</p>	
<p>Experience</p>	<p>See generic job description.</p>	