RAPE CRISIS NETWORK IRELAND

ROLE: RCNI Data and Privacy Manager

As Data and Privacy Manager you will:

Support greater transparency and insight on sexual violence and improved responses to survivors needs through supporting the data, security and privacy infrastructure of the RCNI, its membership, database users and the wider sector impacting sexual violence survivors and prevention.

All Staff Practice will:

- Embody RCNI values and principles, demonstrating integrity and fairness
- Ensure compliance with RCNI systems and protocols
- Promote RCNI strategic objectives, meeting annual work plan
- Respond to current, and anticipated future, needs of sexual violence survivors
- Engage the wider professional and non-professional community
- Work from a feminist, survivor-led analysis of Sexual Violence.

RCNI

The Data and Privacy Manager will work to RCNI's vision and mission towards an Ireland where we live free of sexual violence through being an innovative and supportive specialist within a movement to end sexual violence.

You will join a dynamic, impactful team, working reflectively and proactively with a sector, survivors, professionals and government at multiple levels towards evidencing and innovating into solutions and capacity building.

We are a learning organisation, striving for excellence, investing in building expertise, enriching the feminist analysis of power and violence, encompassing diversity, and employing human rights tools.

We work from the principle of empowerment in a trauma informed way, where we believe survivors are the experts in their own lives and where their agency is acknowledged, choices enabled and dignity respected. We work flexibly and collaboratively, prioritising outcomes.

RCNI works from feminist principles of equality, empowerment and diversity. Our work practice is hybrid and flexible, valuing staff members' context within the requirements of the organisation and the role.

Duties and Responsibilities

- Manage RCNI Database
- Support Data Collection Officers in organisations across the country using the database
- Promote a culture of good data management, ethics and purpose
- Coordinate the dynamic review process of the database with the users
- Implement agreed changes with IT partner, pilot and socialise with users
- Assess and map changing needs on sexual violence using survey and other complimentary tools
- Draft protocols and policy as relevant
- Deliver training and support wider data literacy
- Draw down and write statistical reports
- Support best practice cyber security culture and practice within RCNI, the database users and the wider SV landscape
- Support data protection awareness and practice within RCNI, the database users and the wider SV landscape
- Manage relationships and represent the interests of survivors in interagency settings engaged with survivors and their data
- Manage role-related 3rd party contracts and outputs
- Other matters as directed.

Supporting the specialist SV response
General:

- Adherence to requirements of relevant legislation and internal policy procedures. (e.g., GDPR, Complaints Policy)
- Attend regular team meetings and team sessions as per RCNI hybrid working practice
- Participation in supervision and support sessions and attend training
- Maintain a working knowledge of significant developments and trends in sexual violence matters at the local, national and international data landscape levels, both legislatively and with regards infrastructure and capacity.
- Collaborate with all stakeholders (statutory, non-statutory agencies, other groups, and organisations) and build relationships to promote positive partnerships which enhance collaboration to increase insights into sexual violence and address barriers that perpetuate silence.
- Represent RCNI with external agencies/parties in accordance with RCNI ethos, in a professional and ethical manner, and in line with the RCNI strategic vision, mission, and values.
- To carry out other duties consistent with the post as may be required.

Key Competencies:

Essential Knowledge and Experience:
- Strong people skills and experience working with people with all levels of skill who are inputting data and using a database
- Demonstrable experience and high level of understanding of data protection and privacy rights and processes
- Demonstrable track record in confidentiality
- Experience in database management and data processing
- Data analytic skills
- Ability to deliver consistent, high quality outputs with attention to accuracy and detail
- Excellent report writing skills
- Experience in supporting data literacy
- Capacity to support all actors within a data collection and processing ecosystem from the ground up to the highest levels.
- Proficient in the use of SharePoint & Microsoft Office packages

Highly Desirable:

- Understanding of SV and DSGBV
- Understanding of a feminist analysis of sexual violence
- Ability to work effectively as part of a team
- A good understanding of the NGO sector, preferably in sexual violence or adjacent subject area
- A successful track record in building relationships.

Qualifications & Experience:

- Third level qualification in a relevant field or equivalent experience

Desirable:
- Experience in managing a database
- Experience in data analysis and drafting reports
- Experience in Data Protection

Other Requirements:
- Work flexibly as required, with occasional out-of-hours work and travel

RCNI is a feminist employer and operates in a flexible and hybrid manner, with a balance of autonomy and accountability for all staff in managing their work, hours and life.

Remuneration for this post at €51,400 (pro rata). The role is permanent following the probation period but all RCNI roles are at all times funding dependent.

To apply please send concise CV and cover letter of no more than 2 pages detailing how you fit the criteria to director@rcni.ie

Cover letter should outline how you meet the criteria in terms of qualification, experience and knowledge. If you fulfil most but not all of the criteria please outline in the letter transferable skills and address how you would envisage fulfilling these aspects if in post.

For any queries please contact Director@rcni.ie

Deadline for applications extended to 27 February.
~~Closing date for applications 20th February~~.

Shortlisting will take place and interviews are expected to be scheduled shortly after 27 February.