



State of California

Office of Data and Innovation

401 I Street Suite 200, Sacramento, California 95814

Current Proposed

Classification ITS III	Office/Department Office of Data and Innovation
Working Title Senior Data Governance Strategist	Unit/Section CalData
Position Number 418-100-1415-900	Effective Date
Name Vacant	Date Prepared 2/1/2026

General Statement

Under the Assistant Chief Data Officer, the Senior Data Governance Strategist serves as CalData’s senior technical consultant for digital governance implementation and adoption. The incumbent operates with substantial independence and initiative to translate approved statewide governance standards and strategic objectives into practical implementation guidance, reference models, reusable tools, and measurable practices that support departmental adoption. Functioning as a specialized advisor to cross-functional partners and departmental teams, this position provides expert technical consultation, conducts research and analysis, and develops implementation frameworks that strengthen interoperability, data quality, privacy, security, and responsible data use. The work performed has a significant impact on how departments operationalize governance standards and leverage technology effectively, while remaining aligned with established statewide policy and enterprise architectural direction. The incumbent directs and is accountable for the most critical and complex enterprise data governance and data architecture initiatives, which have statewide impact and require advanced technical expertise, cross-domain integration, and high-level decision-making.

Essential Functions

Percentage	Description
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<p>25%</p>	<p>Develop, operationalize, and support the adoption of enterprise data and analytics governance implementation guidance that enables departments to implement approved statewide standards and remove barriers to data-driven decision making.</p> <ul style="list-style-type: none"> ● In collaboration with the Assistant Chief Data Officer, translate approved program goals and statewide governance direction into implementation enablement plans and roadmaps that support departmental adoption of data governance practices. ● Lead and direct cross-functional working groups (data, IT, security/privacy, and program teams) to draft governance frameworks, technical standards, and implementation guidance (e.g., metadata, lineage, data quality, and access controls) for review and approval by designated governance authorities. ● Develop and promote reference data models, reusable patterns, and technical implementation playbooks using standardized modeling tools and best practices to support efficient data storage, interoperability, retrieval, and analysis. ● Establish and maintain governance metrics and KPIs (e.g., adoption, data quality, metadata coverage, data access, compliance indicators) to monitor implementation progress and inform continuous improvement. ● Provide authoritative, cross-domain technical consultation spanning data architecture, analytics, information security, privacy, and responsible AI to departments to support interoperability, security, scalability, and alignment with approved statewide standards and architectural frameworks.
<p>25%</p>	<p>Lead and conduct technical analysis, research, and evaluation to inform development and implementation of approved governance policies, standards, and platform decisions:</p> <ul style="list-style-type: none"> ● Conduct qualitative/quantitative research and technical assessments of governance frameworks, analytics practices, tooling, and approaches used in other jurisdictions; evaluate applicability for California and develop implementation recommendations for executive review. ● Partner with CalData’s Engineering and Advanced Analytics & Evaluation teams to develop performance and equity-focused measurement approaches that support implementation of approved governance standards. ● Develop options analyses, risk assessments, and recommendations; prepare briefings and presentations for executive stakeholders to inform executive decision-making regarding governance standards and tooling adoption. ● Use research findings and implementation feedback to refine governance standards implementation guidance, reference architectures, and technical playbook
<p>25%</p>	<p>Develop technical guidebooks, reference architectures, trainings, and reusable assets to support adoption of governance standards and tools</p>

	<ul style="list-style-type: none"> • Author and maintain implementation guides, standards documentation, templates, and reusable artifacts (e.g., data model patterns, metadata schemas, dashboard standards, and access control patterns). • Collaborate with ODI CalAcademy/CalData to develop training curricula and hands-on workshops that reinforce approved governance standards and practical implementation techniques. • Provide technical coaching to departmental data and IT teams through accelerator engagements, including implementation planning, backlog development, and troubleshooting. • Support continuous improvement of governance implementation by establishing feedback mechanisms and incorporating user-centered design practices into guidance, and refining guidance based on departmental experience. • Contribute to communities of practice to share lessons learned, publish updates, and promote consistent adoption of approved governance standards. • Maintain documentation, versioning, and change logs for governance standards and supporting materials.
15%	Coordinate with cross-state partners (including CalHR, Department of General Services, and Department of Technology) to provide technical input and ensure governance implementation guidance aligns with related policy areas, without establishing statewide policy authority.
10%	Provide expert consultation and recommendations to state departments on implementation and interpretation of approved statewide data governance standards, enterprise data modeling practices, analytics lifecycle considerations, information security and privacy controls, and responsible AI implementation guidance.

Supervision Received

The Senior Data Governance Strategist will report to the Assistant Chief Data Officer.

Supervision Exercised

None.

Working Conditions

The employee regularly works in an indoor and climate-controlled office setting under artificial light. The employee’s workstation is located in Sacramento or Oakland, CA, and is equipped with standard or ergonomic office equipment. May sit for an extended period using a keyboard and video display terminal. Based on departmental or operational needs, the employee may have a teleworking option. Occasional travel may be required to attend meetings in Sacramento, offsite, conferences, and/or training classes. On occasion, may require flexible work schedules, including some evening hours to complete assignments, meet deadlines, and provide support to the Directorate.

Attendance

Must maintain regular and acceptable attendance at such a level as is determined ODI’s sole discretion. Must be regularly available and willing to work the hours the department determines are necessary or desirable to meet its business needs.

I have read and understand the duties listed above and I can perform these duties with or without reasonable accommodation. *(If you believe reasonable accommodation is necessary, discuss your concerns with the hiring supervisor.)

A Reasonable Accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of their job or to enjoy an equal employment opportunity.

Duties of this position are subject to change and may be revised as needed or required.

Employee Signature	Employee Printed Name	Date

I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above.

Supervisor Signature	Supervisor Printed Name	Date