

JOB DESCRIPTION TEMPLATE

Data Governance Lead

The owner of the data governance program who sets policy, ownership, and quality standards so data stays trustworthy for decisions, analytics, and AI.

Department	Data Governance / Data Management / Enterprise Data
Reports to	Chief Data Officer / Director of Data Management / Head of Data Governance
Location	Remote / Hybrid / On-site
Employment type	Full-time
Experience	6 to 9+ years

POSITION OVERVIEW

The Data Governance Lead owns the organization's data governance program, defining how data is owned, classified, protected, and kept trustworthy across the organization. The role sets policy and standards and drives the stewardship and quality work that makes data reliable for decisions.

The Data Governance Lead partners with data management, privacy, security, compliance, and business teams to establish data ownership, improve data quality, manage metadata, and enforce data policies. As data feeds AI and analytics, this role ensures the data used to train and run models is governed, documented, and fit for purpose.

This is a leadership role for a seasoned data professional who can connect governance discipline to practical business and analytics outcomes.

KEY RESPONSIBILITIES

DATA GOVERNANCE STRATEGY

- Own the data governance framework, roadmap, and operating model.
- Define data domains, ownership, and stewardship roles.
- Set data governance priorities aligned to business goals.
- Report program maturity and outcomes to leadership.

POLICY AND STANDARDS

Establish the rules that make data trustworthy and compliant:

- Define data policies, standards, and classification schemes.
- Set standards for data quality, lineage, and metadata.
- Align data policy with privacy and regulatory requirements.
- Govern data used to train and run AI and analytics.

DATA QUALITY AND STEWARDSHIP

- Establish data quality metrics, rules, and monitoring.
- Coordinate a network of data stewards and owners.
- Drive remediation of data quality issues.
- Improve trust in critical data domains over time.

METADATA AND LINEAGE

Oversee metadata management, business glossaries, and data lineage so that data is documented, discoverable, and traceable from source to use, including into AI and analytics pipelines.

GOVERNANCE OPERATIONS

Run data governance councils and forums, manage intake and decisions, and maintain the tools, catalogs, and workflows that support the program.

COMPLIANCE AND RISK ALIGNMENT

Align data governance with privacy, security, and regulatory obligations such as GDPR and applicable data laws, and support audits and data-related risk assessments.

REQUIRED QUALIFICATIONS

- Bachelor's degree in Information Systems, Data Management, Computer Science, Business, or a related field. Advanced degree a plus.
- 6 to 9+ years of experience in data governance, data management, or a related discipline.

- Strong knowledge of data governance frameworks such as DAMA-DMBOK.
- Experience with data quality, metadata management, and data policy.
- Experience leading stewardship networks and governance forums.
- Strong communication and stakeholder-management skills.

PREFERRED CERTIFICATIONS

One or more of: CDMP, DGSP, CIPP, CDPSE, depending on program focus.

TECHNICAL KNOWLEDGE

Data governance, data quality management, metadata and lineage, master and reference data, data classification, data cataloging, data policy and standards, privacy and regulatory alignment, and governance of data used to train and run AI.

ESSENTIAL COMPETENCIES

Program leadership, stakeholder influence, data-domain judgment, executive communication, change management, and the ability to connect governance to business outcomes.

SUCCESS MEASURES: FIRST 12 MONTHS

- Establish or refresh the data governance framework and operating model.
- Define data domains, ownership, and stewardship roles.
- Stand up data policies, standards, and classification.
- Implement data quality metrics and monitoring for critical data.
- Improve metadata, lineage, and cataloging coverage.
- Align data governance with privacy and regulatory requirements.
- Govern data used to train and run AI and analytics.
- Improve overall data governance maturity.

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