

ROLE REFERENCE SHEET

AI Governance Analyst

The Operational Core of an AI Governance Program

Keeps the AI governance program running day to day: the system inventory, use-case intake, risk classification, and control monitoring.

WHAT THE ROLE OWNS

- Enterprise AI system inventory
- Use-case intake & triage
- AI risk & impact assessments
- Risk classification methodology
- Control monitoring & evidence
- Policy and procedure drafting
- Regulatory tracking
- Committee reporting

FRAMEWORKS

- NIST AI RMF
- ISO/IEC 42001
- EU AI Act

TYPICAL CERTS

- AIGP · CIPP
- CRISC · CISA

2–5 yrs

Experience

Second line

Risk & governance

Analyst

Reports to Head of AI Gov

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Every role hand reviewed since 1999