

**USF Job Class Description**

JOB CODE: 4443

JOB TITLE: Agile Analyst I

PAY PLAN: 21

CAREER BAND: E

FLSA: A

CBU: 29

Effective 04/20/2018

Job Title: Agile Analyst I**Job Summary**

The Agile Analyst I performs entry level analytical and business systems development work using Agile ideology and methods to find solutions which integrate business processes and information technology. The Agile Analyst I researches, analyzes, and defines complex user problems and requirements, develops systems and program specifications, and develops solutions in consultation with the Agile team. The Agile Analyst I acts as a Product Owner or Scrum Master on teams which include internal and external stakeholders. The position typically provides expertise in a single specialty area as well as Agile expertise.

Nature of Work

This is a professional information technology position supporting the specialized needs of users in larger departments or programs or at the division, campus or college level. This position may report to a Director or Assistant Director. The Agile Analyst I acts as a Product Owner or Scrum Master on projects with moderately complex tasks and both internal and external stakeholders. The Agile Analyst I meets with the team for daily stand ups, sprint planning, review, and retrospective scrum meetings. This position provides consultation to peers and users, and contributes to the development of appropriate solutions for current and future information requirements. This position must meet the FLSA criteria for an Administrative exemption by making decisions of significance to the organization. As an entry-level professional, this position may spend a portion of the time shadowing the roles of more experienced employees. The position provides project coordination and functional expertise typically in a single specialty area. The Agile Analyst I differs from other classifications which provide business process analysis (Business Analysts, ERP Analysts, or Applications Developers) by its predominant use of the Agile methodology.

Examples of Duties

The following list provides examples of the most typical duties for positions in this job class. Individual positions may not include all of the examples listed, nor does the list include all of the work that may be assigned to positions in this job class.

- Serves as a subject matter resource in a particular business process or system (ProductOwner and Scrum Master)
- Assists with project level plans related to schedule, scope and resources (Product Owner).

- Works with internal and external stakeholders to understand and validate business strategy vision, and customer needs (Product Owner)
- Gathers functional and technical systems requirements (Product Owner).
- Facilitates and/or develops user stories to communicate stakeholder needs into sizeable units of work for developers (Product Owner).
- Assists in the planning and presentation of solutions to stakeholders throughout the entire project life cycle (Product Owner).
- Leads, collaborates with, and motivates a cross-functional team of users, developers, testers and others to plan, execute and release business process solutions in alignment with scrum practices and business strategy (Product Owner and Scrum Master).
- Promotes Agile values and Scrum practices to ensure successful product delivery and continuous improvement (Product Owner and Scrum Master)
- Guides developers and other team members towards a self-organizing structure (Product Owner and Scrum Master)
- Identifies the scrum team's velocity of work and plan work based on the team's capacity (Scrum Master)
- Removes impediments for developers. Works with and coordinates cross functional teams to remove blockers to continue with development (Scrum Master).
- Facilitates and/or attends Scrum ceremonies including daily standups, sprint planning, retrospective, backlog grooming, etc. (Scrum Master)

MINIMUM QUALIFICATIONS

Bachelor's degree in Business, Engineering, Computer Science or IT related field, OR four years of IT or Project Management experience, or a combination of relevant experience and education.