

# ROLE STATEMENT

## MANAGER ICT ENTERPRISE ARCHITECTURE OFFICE LEVEL 8

DIRECTORATE FINANCE AND COMMERCIAL SERVICES  
BRANCH INFORMATION MANAGEMENT

POSITION NO P0070329

### KEY RESPONSIBILITIES

Manage, develop and implement Main Roads' Information and Communications Technology (ICT) Strategic Plan. Ensure Main Roads' Enterprise Information Technology (IT) Architecture provides for improved decision making, improved adaptability to changing demands and government direction, elimination of inefficient and redundant processes and optimisation of the use of ICT assets. Manage Main Roads' ICT security requirements.

### KEY DELIVERIES

#### Enterprise Architecture, Business Engagement and ICT Security

- Define, design and provide assurance services to ensure a valued fit-for-purpose enterprise architecture performs to organisational expectations and aligns with the scope of the ICT Strategic Plan.
- Provide strategic subject matter expertise (SME) for the selection, delivery, management and improvement of architecture frameworks and associated technologies.
- Provide SME and input to the strategic direction of technology investments to ensure suitable development of Main Roads' enterprise architecture and maximise the return on technology investment.
- Manage the establishment, implementation and maintenance of corporate ICT policies, standards and procedures.
- Lead strategic discussions with business and technical stakeholders, promote the potential of digital technologies and associated possibilities in response to business needs.
- Manage all statutory, regulatory, whole of government and organisational ICT security policy requirements to ensure the requirements are followed, understood, documented, disseminated and appropriately implemented.
- Provide strategic advice to the Chief Information Officer (CIO) and senior business stakeholders on enterprise architecture matters and issues.
- Manage ICT capability in providing functional expertise and a technical understanding of specialised business systems, and the related implication of digital technologies.
- Ensures integration and communication between the Enterprise Architecture Office (EAO) and other areas within the Information Management Branch (IMB).

#### Leadership and Management

- Lead the delivery of ICT Strategic Planning and Main Roads' Enterprise Architecture capability.
- Provide strategic and operational leadership to ensure establishment, implementations and review of Enterprise Architecture framework
- Manage the formulation and delivery of the Branch Business Plan.
- Manage financial, technological, physical and other resources within agreed allocation to meet agreed outcomes.
- Manage employee behaviour, performance and development.

#### Stakeholder Relationships

- Negotiate, consult and liaise with Government agencies, commercial enterprise and senior management on the availability and suitability of enterprise architecture systems and ICT technologies.
- Participate as a member of internal and external committees in order to represent the Branch, Directorate and Main Roads relating to enterprise architecture and ICT security.

### SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW standards as detailed by the Main Roads' Safety, Health and Wellbeing (SHW) Management System - refer to "SHW Roles and Responsibilities Procedure" on 'iRoads' intranet.

### LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

### DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

### REPORTING RELATIONSHIPS

*This position reports to:*

(A) TITLE AND LEVEL  
CHIEF INFORMATION OFFICER

LEVEL 9

POSITION NO  
P0062808

# MANAGER ICT ENTERPRISE ARCHITECTURE OFFICE LEVEL 8

**POSITIONS UNDER DIRECT SUPERVISION**

List the position numbers, titles and levels of positions directly supervised

**TITLE and LEVEL**

ICT Business Partner  
ICT Security Architect  
ICT Enterprise Architect  
ICT Strategy and Governance

LEVEL 7  
LEVEL 6  
LEVEL TBA  
LEVEL TBA

**POSITION No****ALL POSITIONS UNDER CONTROL**

State number of positions only

**CATEGORY****NUMBER**

Salaried, Wages

4  
2  
3  
1

**TOTAL**

Up to 10

**SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE****ESSENTIAL:**

- Extensive skill, knowledge and experience in:
  - managing Information and Telecommunication Technology (ICT) enterprise architecture framework in a large and complex organisation
  - managing the development and implementation of ICT strategic and operational plans
  - ICT security requirements in a large and complex organisation
  - building and enhancing stakeholder relationships
  - managing employee behaviour, performance and development
  - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
- Knowledge of:
  - evolving trends in enterprise architecture and suitability for application in various organisational contexts
  - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity

**DESIRABLE:**

- A Degree in Information and Communications Technology (ICT) or other relevant discipline.

**CERTIFICATION**

1. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

SIGNATURE

EXECUTIVE DIRECTOR

DATE

26/9/2019

2. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE

MANAGER HR BUSINESS

DATE

26/9/19