Enterprise Architect
Integration, Build and Deployment

Position number	00040709
Agreement	Public Sector CSA General Agreement 2019 (or as replaced)
Classification	Level 7
Reports to	Manager, ICT Architecture and Systems Analysis (Level 8)
Direct reports	Nil

Context

Education Business Services (EBS) is the key provider of professional business services and support for Western Australian public schools, statutory boards and divisions of the Department. These highly valued services are delivered through the areas of finance, information communication and technologies (ICT), and infrastructure. We continually strive to enhance the capability and responsiveness of our staff, systems and processes across the organisation to deliver high quality education.

We are committed to contemporary work practices and adhere to the following service delivery principles:
Responsive: We respond to and reflect the needs of our customers.
Flexible: We are flexible and understand that our customers are not all the same.
Transparent: We are clear and open about our services, processes and decision making.
Accountable: We hold ourselves to high standards and deliver on our commitments.
Collaborative: We work in partnership with our customers.

Delivery of Information and Communication Technology (ICT) services provides support for the Department's educational outcomes by developing initiatives and technical support strategies to ensure all 800 Western Australian public schools can be individual, distinctive and responsive to their local communities while still benefiting from being part of a system.

The Integration, Build and Deployment Directorate is the functional area responsible for Application Security Implementation, Enterprise and Solution Architecture, Solutions Development and Maintenance, Testing and Assurance and Data Management in an ICT context. The Directorate has the responsibility for building, integrating and maintaining technical solutions to organisational challenges ensuring that applications, systems and products are appropriately constructed, integrated, interfaced and configured to meet business needs.
The ICT Architecture and Systems Analysis area has three streams of services - Enterprise Architecture, Solution Architecture and Business Systems Analysis. The area helps build,

maintain and apply a holistic view of the Department's information technology strategy, processes, information security and ICT architecture in information systems and technology to help ensure that ICT strategy and design is aligned with and responsive to the mission, strategy and processes of the Department.

Visit education.wa.edu.au to find out more information about the Department of Education.

Key responsibilities

Specialist Services
- Facilitate development and management of the enterprise architecture and repository to meet current and future business requirements such as architecture to include technology, governance and methodology elements.
- Regularly review, publish and communicate the agreed enterprise and solution architecture.
- Undertake research and analysis, and in consultation with identified stakeholders, develop and implement appropriate policies, frameworks, practices and standards for architecture and related services.
- Lead development of methods and processes to ensure appropriate application of procedures, standards and methods for architecture and related services.
- Research new technology and governance options relevant to achieving and supporting the Department's and Government's strategic and operational goals.
- Assist with identifying and managing the mitigation of risks in delivering technical and information ICT services.
- Assist with the security management of ICT assets and corporate data particularly as it relates to embedding security at the architectural and design stages.

Management and Branch Support
- Ensure that activities, inputs and processes that are required of stakeholders are streamlined, automated and effective.
- Ensure that proposed initiatives are validated against the Enterprise and Information Architecture, comply with and enhance security principles and are consistent with the ICT risk model.
- Contribute to development of plans and systems to support/enable/monitor achievement of the Directorate's vision and imperatives in alignment with divisional objectives.
- Deploy resources, including people, financial, physical and information, to ensure they are available to address the Branch's plans, contractual obligations and other organisational priorities.
- Provide leadership, supervision and performance management of staff and encourage and assist with the development and implementation of strategies to ensure effective, accurate and transparent customer engagement function.
- Create a work environment that is safe, fosters equity and diversity, enables the achievement of personal and ICT goals and facilitates accomplishment of designated roles and deliverables.
- Provide advice on projects relevant to the ICT and/or the Branch.

Customer and Stakeholder Management and Liaison
- Provide advice and consultancy services relating to information technology architecture projects.
- Provide customer-centric, meaningful representations of Enterprise Architecture artefacts relevant to the audience so that both technical and non-technical stakeholders are able to extract real value.

- Provide high-level consultancy services to development groups and other internal and external stakeholders regarding information system needs, architecture direction and processes.
- Provide high-level advice and support to internal customers and service providers on information design/development and existing service delivery issues, and provides assistance related to integration of services.
- Liaise with vendors, suppliers, service providers and technical specialists to resolve complex technical and system architecture problems.
- Builds strategic alliances with customers, stakeholders, interest groups and across EBS to enable development, acceptability and achievement of designated outcomes and to promote service capabilities.
- Provide consistent, highly valued ICT communications to stakeholders in a timely, consistent and engaging manner.
- Provide advice and specialist support, as required, to ICT leaders on Departmental and across Government committees and working parties.
- Maintain a focus on customer service delivery and continuous improvement of services.
- Develop and maintain effective communication links and working relationships within ICT to ensure access to diverse specialist knowledge.

Selection criteria

1. Demonstrated well-developed leadership and planning skills, with the ability to manage and respond effectively to business priorities.
2. Demonstrated substantial knowledge of and experience in providing strategic information technology consulting services within a large corporate or government environment.
3. Demonstrated high-level knowledge and substantial experience to influence the development of ICT strategy, standards, practices and innovation.
4. Demonstrated high-level knowledge and substantial experience related to technology and systems development and architecture in a complex enterprise computing environment.
5. Demonstrated high-level knowledge and substantial experience in the identification, assessment and management of ICT security and risk factors and technology architecture relevant to the Department's business.
6. Demonstrated comprehensive understanding of the interaction of all technical components in complex business and technical systems with the ability to translate understanding into design, operational and governance recommendations.
7. Demonstrated highly developed conceptual, analytical and evaluation skills with the ability to provide high-level advice on complex issues, solve complex problems and implement business improvements.
8. Demonstrated highly developed verbal, written and interpersonal communication skills, with the ability to build and maintain effective stakeholder relationships to achieve a strong customer focus in the delivery of outputs.

Eligibility and training requirements

Employees will be required to:

- hold a tertiary qualification in an information technology/management or related discipline or equivalent extensive experience
- hold one or more recognised qualifications in Information Architecture, Security and/or Change Management or equivalent extensive experience
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- complete the Department's induction program within three months of commencement

- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

Certification

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

ENDORSED

Date   18 September 2020
Reference   D20/0478692