ROLE DESCRIPTION

Job Title	Senior Enterprise Architect
Salary Band	44-50
Reporting to	Senior Digital Design & Delivery Manager
Directorate	Resources
Service Area and sub area	Digital Services
Team	Design & Delivery
Political Restriction	None

1.   Primary Purpose of the Post
As **Senior Enterprise Solutions Architect** you will report directly to the Senior Digital Design & Delivery Manager to successfully determine, design, and develop new technology solutions that align with the business need in Liverpool City Region Combined Authority (LCRCA), as well as bridging the communication gap between technical and non-technical experts involved in an IT project. The senior Enterprise Solution Architecture (SESOLA) will also manage and lead a team of domain specialist Enterprise Architects who will work closely with the Project Management Office to serve as an overarching reference for the entire project setting, including the direction and expectations for the implementation phase. The SESOLA will be the Technical Design Authority for the organisation providing technical leadership, technical direction and will provide mentoring for the technical community. Fundamentally this role will be tasked with producing detailed technology roadmaps, detailing, and owning technical investment plans and strategies for but not limited to end user devices, tools, hardware, and complete end to end systems and infrastructure. The SESOLA is an accountable senior role within the organisation tasked with bringing in innovation to improve service delivery and to reduce operational costs in many parts of the organisation, from data security to daily operations.
The role requires an experienced Enterprise and or Solutions Architect with gravitas who can demonstrate an expert and broad level of technical skills. This role will also require an individual who is flexible to manage a heavy workload whilst maintaining a healthy work-life balance.
2.   Your responsibilities
- Technical Design Authority and broad Digital solution expertise for the organisation providing technical leadership and technical direction.   - Leading a team of subject matter expert Enterprise Architects ensuring the team deliver at the top end of expectations   - Using relevant tools and techniques to manage knowledge and utilising those systems for future IT/Digital decision making   - Overseeing significant IT system decisions both in change and BAU   - Advising on financial investment, creating business cases, and making cases for change to senior executives   - Advising on corrective technical measures, mitigating risk and issues

- Developing standards, increasing knowledge management in the wider EA team
- Advising on process and policy to improve experience of users and increase efficiency in the delivery of the Digital Service.
- Troubleshooting business problems and advising on technical solutions
- Providing strategic and technical mentoring for operational teams
- Responsible for the certification and authorisation of all aspects of requirements devolvement, design, design proving and integration and testing.
- Promoting and supporting system and infrastructure design using a TOGAF based approach.
- Preparing proposals and estimates for the design and implementation of IT systems that strategically align IT with organisation aims and objectives.
- To deliver innovation to improve service delivery and to reduce operational costs in many parts of the organisation.
- Producing detailed technology roadmaps.
- Detailing, and owning technical investment plans and strategies for but not limited to end user devices, tools, hardware, and complete end to end systems and infrastructure.
- Proactively identify business capability and IT service gaps and contribute to improvement efforts.
- Works to agreed objectives and plans but has freedom to interpret these and work within policies.
- Work with the IT Governance and Compliance team to promote understanding and observance of best practice in delivery of digital services
- Perform ad-hoc duties outside of subject matter area as requested.

3. General Corporate Responsibilities

- Works with business and IT leaders to evaluate the effectiveness of technologies and workflows that impact business users through regular engagement and support where required.
- Through regular Service meetings, cross site working and customer contact, develop and maintain effective communication and good working relationships and engagement with other departments, divisions, third party suppliers, partnership organisations and external bodies with clear explanation of proposed concepts and end goals.
- Responsible for the recruitment (in accordance with policy and procedures and ongoing line management for several Enterprise Architects.
- Direct team to identify training and development needs, complete direct reports appraisals and then, with individual staff members, arrange for identified needs to be met to enhance the skills and knowledge available.
- Address performance, attendance and mandatory training compliance following expected processes and policy.
- Ensures own professional knowledge is regularly updated and keep abreast of relevant high-level developments and innovation in all areas of Digital and IT. Keeps up to date with Local Government publications using experience and in-depth knowledge of IT.
- Create an environment that invites discussion and the freedom to speak up.
- Sets standards with staff and hold staff to account for delivery of quality work.
- Communicate and engage regularly with employees, conduct 1:1 and performance reviews in accordance with HR policy & procedure.

- Able to demonstrate a commitment to and understanding of the importance of treating all individuals with dignity and respect appropriate to their individual needs.
- Able to absorb and deal constructively with criticism and seek support as necessary.
- Participate in an on call out of hours support rota if required
- Ability to maintain an effective work life balance.
- Create an environment that invites discussion and the freedom to speak up.

4. Recruitment Plan

Competency Based Interview

Assessment

PERSON SPECIFICATION

Job Title: **Senior Enterprise Architect**

Criteria		
Qualifications and Training	**E = Essential** **D = Desirable**	**Identified By**
• Master's degree or Equivalent experience • Formal technical training – i.e., MCP, MCSE.CNE, AZURE or equivalent experience. • TOGAF • Formal qualifications –ITIL v4 Foundation, Prince2, TOGAF, COBIT, CCNA, CCSE, Microsoft technical certification, VMWare, CISSP, CISM)	**D** **E** **E** **D**	**Application**

Experience and knowledge	**E = Essential** **D = Desirable**	**Identified By**
• A proven track record of 7-10 years of experience in a similar EA or SA type role	**E**	**Application /** **Interview**
• A proven and demonstrable diverse set of technical, business, and leadership skills in architecture, systems design, and strategic planning	**E**	
• Experience in leading digital transformation initiatives, optimizing business processes with the use of advanced technology like AI, machine learning, big data, and automation.	**E**	
• Experience in building and leading cross-functional teams for large-scale architecture initiatives	**E**	
• Experience in cloud migration and creating hybrid cloud environments.	**E**	
• In depth knowledge of operational and procedural aspects of IT hardware, networking, and peripheral	**E**	
• Expertise in defining and creating architecture models, blueprints, and roadmaps.	**E**	
• Cloud architecture knowledge (AWS, Azure, Google Cloud) for both private and public cloud models.	**E**	
• Knowledge of Service-Oriented Architecture and API management for integration across systems.	**D**	
• Familiarity with ERP, CRM, and custom-built applications.	**D**	
• Proficiency with databases (SQL, NoSQL), data	**E**	

	E	
models, and data governance.		
• Understanding of DevOps practices and automation tools for faster delivery and operational efficiency.	E	
• Cybersecurity best practices, risk management, and ensuring secure infrastructure design.	E	
• Experience with enterprise integration patterns such as ESB (Enterprise Service Bus) and messaging queues.	E	
• Full understanding of how applications are developed, deployed, and maintained in large organisations.	E	
• Demonstrated experience managing people and applying HR policies and procedures	D	

Skills and abilities	E = Essential D = Desirable	Identified By
• A solid understanding of business and IT processes, and how they align.	D	**Application / Interview**
• Ability to disseminate and communicate complex and detailed technical solutions.	E	
• Excellent interpersonal skills and ability to communicate effectively at all levels, particularly in explaining digital or technical issues to non-technical people	E	
• Self-motivated with the ability to work effectively with no supervision.	E	
• Ability to meet and set deadlines and effectively deal with competing demands whilst meeting tight deadlines.	E	
• A well-developed ability to persuade negotiate and influence at the highest level	E	
• Ability to bring to resolution conflicting positions on complex discussions.	E	
• Strategic planning skills and ability to develop and get gain agreement to a technology strategy	E	
• Strong collaboration, teamwork and relationship building skills across multiple levels and functions in the organisation.	E	
• Ability to listen, build rapport, and credibility as a strategic partner vertically within the business unit or function, as well as with leadership and functional teams.	E	

	E = Essential D = Desirable	Identified By
• Ability to meet and set deadlines and effectively deal with competing demands whilst meeting tight deadlines.	E	
• Effective communication skills in writing, speaking, and presenting.	E	
• An outside-in focus: outstanding end-customer relationship skills.	E	
• Highly skilled at creating business requirements documents, use cases, user acceptance test plans, process flow and data flow diagrams.	E	

Personal Attributes	E = Essential D = Desirable	Identified By
• Must be able to demonstrate a clear understanding of core organisation values and be able to articulate in practice.	E	**Application / Interview**
• An innovator and strategic thinker who can see and communicate the vision to others and translate this into achievable milestones.	E	
• Flexible working at peak periods		
• Ability to work independently and in a team environment.	E E	
• Ability to make judgements and assessments relating to the impacts and co-dependencies of local and national policy application.	E	
• Able to think analytically; anticipating obstacles and thinking ahead; using analytical techniques to identify several solutions.	E	
• Able to make quick assessments of and draw logical conclusions from situations.	E	
• Able to 'think on their feet' when dealing with convoluted and complex problems.	D	
• Must have working knowledge of MS Office, MS Teams, and comfortable learning new systems.	D	

Core Behavioural Competencies	E = Essential D = Desirable	Identified By
• Conscientious, flexible, and resilient	E	
• Excellent time management skills.	E	
• Self-motivated with the ability to work effectively with no supervision.	E	
• A positive "can do" attitude and a positive attitude to change.	E	
• Committed to providing an excellent service to the organisation and able to create an inherent customer focus across the team.	E	