

JOB DESCRIPTION

JOB TITLE	Solution Architect
GRADE	EPO6
REPORTING TO	Lead Solution Architect
JD REF	CSUP0168P

PURPOSE

The ICT Solutions Architect will be responsible for providing solution architectural services across the Council, supporting the development, maintenance, and performance of the architectural vision and requirements, ensuring solutions are designed to meet services and strategic requirements achieving true integration of all systems.

MAIN DUTIES AND RESPONSIBILITIES

1. Lead and manage the evaluation, identification, development, and delivery of solutions to improve and digitalise ICT services.
2. Keep informed of technology choices and changes within the ICT industry and determine how the council can benefit from such changes.
3. Engage with Heads of Service and other Senior Officers across Wirral Council to define their Digital & ICT requirements and develop solutions to meet these requirements.
4. Inspire and communicate within the organisation the progress being made, the exciting initiatives and the positive impact to the business objectives, to build enthusiasm, belief, and momentum in the digital space.
5. Be a role model, develop and implement innovative strategies to encourage a high- performance culture that delivers excellence, best value, promotes success and continuous improvement.
6. Analyse systems and enhance procedures, reviewing and updating documentation standards and templates.
7. Review and update the transition of projects into the ICT Services team for BAU.
8. Source new ICT products and services ensuring adherence to corporate procurement practices.
9. Represent the Council away from the workplace in meetings, seminars, user groups etc, taking a lead role in the development and delivery of new ICT products and services.
10. Analyse and identify where savings can be made to the Council's ICT services and implement any such changes.



11. May be required to undertake other reasonable duties commensurate with the job role descriptor grade as directed by the Head of ICT and Digital Services.

ESSENTIAL ROLE SPECIFIC KNOWLEDGE, SKILLS AND EXPERIENCE

Qualifications:

- Degree in relevant technical discipline applicable to the role or extensive experience which can be demonstrated.
- Relevant professional qualification e.g. Chartered IT Professional (CITP), BCS Practitioner, or certified in an architecture design methodology e.g. (TOGAF).

Desirable:

- *Management qualification or equivalent,*
- *Technical qualifications, e.g. MCPs, CCNA*
- *Prince2 or other Project Management qualification.*

Knowledge & Skills:

- In-depth knowledge and understanding of major trends and themes in technology, specifically in local government and public services.
- Detailed understanding of ICT strategy and technical architecture and its application.
- Evidence of a thorough understanding of large-scale corporate data and systems management.
- Sound knowledge of relevant IT Management Standards and approaches including, but not limited to, ITIL, TOGAF, DevOps.
- Highly confident networker, able to build and develop relationships with a wide range of stakeholders.
- The ability to strongly influence technology strategy, design patterns, policies, and behaviour.
- Proven track record of high performance and achievement at a senior level within ICT in a large, multi-functional organisation with comparable scope, size and complexity.
- Strong written, verbal communication and presentation skills, working with all levels of seniority and disciplines within the organisation.
- Able to build credible and collaborative working relationships with peers as well as internal and external stakeholders.
- Strong communication and collaboration skills, dealing with fast-moving, complex scenarios supporting multiple initiatives and goals.
- A systematic and analytical approach to problem solving with the ability to communicate technical information to both technical and non-technical audiences.
- Good planning and organisational skills to prioritise to meet deadlines and cope with conflicting priorities and demands.
- Able to reallocate resources effectively.
- Producing needs analysis reports and analytical written reports.

- Awareness of operational issues and pressures.

Desirable:

- Demonstrable recent evidence of successfully delivering major service redesign/improvement, driving associated culture change to embed performance improvements.
- Delivering digital transformation, by effectively bringing business, application and technology architecture viewpoints together
- Hands-on experience in the delivery of emerging technologies and architectural trends

Experience:

- Experience with conducting architectural assessments and creating roadmaps, including technology gap assessments, cloud transition approaches, patterns for introduction of disruptive technologies into legacy estates and architectural governance.
- Experience of providing expert professional advice on all ICT matters to senior leaders.
- Significant experience of managing and motivating employees building effective teams and achieving change.
- Extensive experience working in ICT and within cyber security within a local authority setting.
- Experience of resource allocation and monitoring.
- Budget forecasting and monitoring.
- Direct experience of digital services transformation in public services
- Developing services that takes account of the needs of diverse users.

ADDITIONAL INFORMATION

Due to the nature of the role, out of hours working is expected.

This role is hybrid with a mixture of home, remote and office working required.

HEALTH & SAFETY CONSIDERATIONS:

- Work with VDUs (Video Display Unit) (>5hrs per week)
- Working nights
- Lone working

Approved By: PETE MOULTON (HEAD OF ICT)

Date Of Approval: 24/02/2024