



# HEAD OF ENTERPRISE ARCHITECTURE

Candidate pack

UCAS



**WITH UCAS YOU CAN discover your future**

## AN INTRODUCTION TO UCAS

As a highly trusted, independent charity, UCAS helps over 700,000 people from more than 200 countries and territories to explore the opportunities and benefits of undergraduate higher education (HE) every year. We are proud to enable over half a million people to change their lives by embarking on their studies at a UK university or college. You can read our strategy for 2020-2025 'Discover your future' [here](#). Our digital capability and customer service expertise also mean that we can support individuals interested in exploring postgraduate courses, as well as degree and higher apprenticeships, and we currently run admissions services for conservatoires, postgraduate courses, and teacher training.

UCAS has a turnover of circa £50m. About 40% of that revenue comes from income generated from commercial activity through subsidiaries – all of which is gift aided back into the charity. The charity generates the remaining 60% of income through the application fees paid by individuals, and a fee paid by universities and colleges for students placed.

The Digital and Data team defines and delivers the digital products and services used by students, providers, advisers, and commercial partners, as well as the underlying technology platforms that enable these products to be developed in a responsive and agile way. Our new digital strategy, 'Connected and flexible admissions services for the digital age', sets out our intention for UCAS to be a customer centric, product-focused digital business, able to use data and digital technologies to connect students with their next opportunity, and to connect providers of further and higher education with individuals with whom they can build lasting, empowering possibilities.



**WITH UCAS YOU CAN thrive in a changing world**

## THE OPPORTUNITY

We are seeking an exceptional Head of Enterprise Architecture to join our Digital and Data Senior Leadership Team.

This is an exciting opportunity to join a nationally renowned organisation with an energised sense of what it can achieve in the coming years.

A customer centric approach, coupled with an increasingly commercial mind-set, is pushing UCAS to grow, diversify, and improve. Underpinning that success will be an exceptionally well-led Enterprise Architecture function.

The next Head of Enterprise Architecture will provide that leadership, developing and maintaining a set of consistent coherent architectural views that support the strategic direction of the charity and UCAS Media, and provide clear guard rails to guide product development.

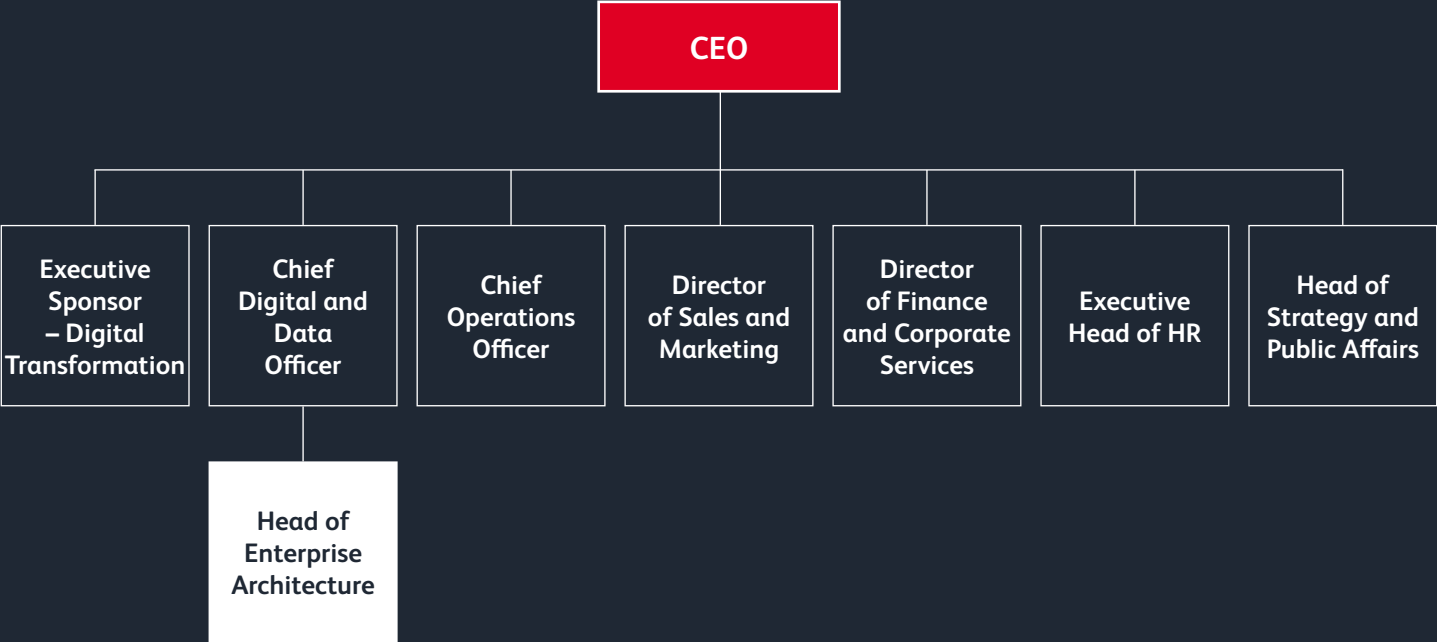
As a key member of the Senior Management Team, the Head of Enterprise Architecture reports to the Chief Digital and Data Officer, taking a strategic role in the overall functioning of the Business Unit. They will support working in multi- disciplinary teams to achieve outcomes in an environment of rapid change.

The environment at UCAS is fun, fast-paced and challenging and requires a Head of Enterprise Architecture who brings advanced technical, managerial and stakeholder management skills to support this enterprise-wide change.





# EXECUTIVE TEAM STRUCTURE



# KEY ACCOUNTABILITIES

- > Leading and developing UCAS' Architecture team to be effective in a highly dynamic environment covering architecture in the areas of business, enterprise, application, solution, technical, data, security, and infrastructure.
- > Working closely with our strategic product teams to understand emerging customer and business requirements and translate those into roadmaps for the delivery of new services.
- > Working closely with other senior business leaders to identify and inform strategic priorities based on availability and options for technology, business capabilities and resources.
- > Leading the integration of major cloud technologies to deliver the UK's next generation higher education admissions platform.
- > Promoting the adoption of major technology building blocks like CRM, ERP, IaaS, PaaS, Integration Platforms, MI/BI, Data warehousing, advanced log analytics and security event management, core network infrastructure refresh and our digital inside initiative which is re-inventing the way that we work at UCAS.
- > Providing strategic technology vision and consulting for UCAS' CTO.
- > Ensuring that the organisation gets the best value for money from all of its technology investments and working with colleagues to provide input to service costing models.
- > Owning the Architecture governance framework within our Enterprise Agile environment and acting as Chief Architect when final architecture decisions are required. Build productive relationships with other Senior Management Team and Executive colleagues.
- > Ensuring the efficient and effective use of resources in order to maintain smooth financial operation and long-term fiscal health of Technology Business Unit and UCAS.
- > As a member of the UCAS Senior Management Team (SMG), leadership and line management of UCAS Digital and Data team, education, coaching and leading of Solution Architecture team to promote a culture of innovation.
- > To maintain a watching brief on industry research and innovation identifying future technology solutions through vendor relationships.



**WITH UCAS YOU CAN** share our sense of purpose

# PERSON SPECIFICATION

- > Evidencable experience and expertise in linking business strategy to architecture
- > Experience of implementing coherent architectures in multi-vendor environments
- > Substantial leadership experience and track record of success in a similar role.
- > TOGAF 8/9 Accredited
- > Preferably BCS Practitioner Certificate in Enterprise and Solution Architecture
- > Knowledge of working in a technology-rich environment with high levels of digital literacy.
- > Experience of working in an agile environment.
- > Ability to translate organisational direction into specific team and individual job expectations, managing performance through effective monitoring, coaching, and feedback.
- > Previous line management experience.
- > You will be commercially astute, technically strong, with the ability to be effective at both strategic and operational levels and will thrive within an organisation of this size.
- > Exceptional interpersonal and influencing skills with the ability to communicate effectively with people at all levels
- > Experienced in working in multi-disciplinary environments where agile or waterfall approaches may be needed
- > A high degree of personal initiative with the drive and ability to meet challenging goals.
- > Ability to thrive in an environment that is characterised by significant diversity and constant change.
- > Ability to prioritise and multi-task, working efficiently, often to tight timelines.
- > Resourceful, with strong negotiating skills.
- > Leadership qualities that motivate and inspire colleagues and team members while gaining their respect and confidence.
- > A management style that recognises UCAS' desire to support individual success as well as corporate success.
- > Naturally collaborative and solution focused.
- > Ability to motivate and develop staff and build a strong team ethos.
- > Well organised and able to manage a complex workload.

**WITH UCAS YOU CAN achieve what you're aiming for**



# TERMS OF APPOINTMENT

**Location:** Cheltenham, but flexible working

**Salary:** A competitive salary, commensurate with the scope and complexity of the role, will be negotiated with the successful candidate. A benefits package will include annual leave of 30 days per year, generous employer pension contribution, free parking, enhanced family leave for new parents, and use of our subsidised, gym and restaurant.

**Terms:** Full-time, permanent. UCAS is committed to hiring the best possible talent, irrespective of background or needs. Many of our staff work in many different ways, please talk to us at interview about any flexibility requirements or reasonable adjustments you may have.

**WITH UCAS YOU CAN be a part of it**





## HOW TO APPLY

Apply on our website [here](#).

You will receive an email confirming that your application has reached us. We endeavour to contact all candidates before or soon after the closing date.

The closing date for this role is 15th November 2020

Interviews will be held on 25th November 2020

If you would like to discuss the role or terms further, please contact Hayley Histed our internal recruiter, at [h.histed@ucas.ac.uk](mailto:h.histed@ucas.ac.uk)