

Enterprise Architect

Basic information

Scale: 3

Job family: DDaT

Terms: Permanent

Location: Cheltenham

Reports to: Head of Enterprise Architecture

Direct Reports: Yes

Team: Enterprise Architecture

Business unit: Digital & Data

Date reviewed: November 2020



Job purpose:

To work at a strategic level to create a vision, models and principles for UCAS, supporting the 'progression ecosystem' business goal.

To understand and enact business change across the five EA domains (Business, Data, Technology, Applications, Security), enhancing UCAS' Technology services to learners, providers and other stakeholders.

To ensure solutions align with the UCAS Technology strategy, principles, standards and policies.

Key accountabilities:

- To lead the implementation of the technology strategy from an Enterprise Architecture perspective.
- To support the creation and maintenance of the UCAS Technology Enterprise Architecture vision ensuring it encompasses Technology applications, SOA services and technology, in support of the Target Operating Model (TOM) and programmes of change.
- To refine and lead the implementation of the UCAS Technology Enterprise Architecture vision through the definition of Architecture scenarios and road maps.
- To contribute to strategic transformational change initiatives from an Enterprise Architecture perspective.
- To support the strategic intent of a 'progression ecosystem' through dynamic and evolving flexible architecture platforms, in an agile and emergent way.
- To define and maintain an enterprise-wide Architecture model and champion its use for Technology Solution Architecture and design activities, stakeholder communication, change impact analysis, change management and transformational planning.
- To define, champion and govern adherence to UCAS Technology principles, standards and policies by all UCAS Technology solutions, whether developed internally or externally.

- To regularly review the compliance of Technology solutions to the UCAS Technology strategy, architecture principles, standards and policies, and present obligations to Technology solution owners as necessary to rectify non-compliance.
- To work with the Security Manager to ensure security strategy and frameworks are in place and appropriate.
- To ensure that all Technology solution architectures are aligned to the IT security architecture principles, standards and policies.
- To ensure that the impact of business change is assessed by Solution Architects against the Technology architecture model and associated artefacts, and verify the assessment.
- To ensure that all requirements are validated and changes considered with respect to the wider Enterprise Architecture, the Technology Strategy and feasibility.
- To support the definition, champion and govern adherence to a single enterprise-wide change management process. To educate and lead any UCAS employee to pass all change through this process to ensure enterprise-wide cross-discipline (people/process/technology) analysis.
- To ensure a controlled process is employed for technology evaluation and selection, and verify the results of any such evaluation.
- To work with, Business & Process Analysts, Data Architects and Security Architects to increase knowledge and experience of all aspects of Enterprise Architecture within the team. To ensure Architects contribute to initiatives such as ABB delivery/service definition/etc. to demonstrate progression in this area.

Skills, qualifications, and experience:

- Significant experience in IT, with experience in a managerial/EA post
- Be a leader! – drive change and innovation within the team and UCAS-wide.
- Great communication skills, and the ability to manage internal and external stakeholders
- Knowledge of current IT technologies including Cloud, SaaS, CRM, ESB
- Experience of Agile development and delivery methods
- Ability to adapt to emergent architectural needs, managing customer expectation
- 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.

This role profile sets out the scope and main duties of the post at the date when it was drawn up. Such details may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the level of the post. All UCAS employees are expected to be flexible in undertaking the duties and responsibilities attached to their role and may be asked to perform other duties, which reasonably correspond to the general character of their role and their level of responsibility.

Our values in action:

Customer-focused – We understand what our customers want, and we act on their changing needs.

Collaborative – We collectively create an engaging and positive work environment.

Accountable – We take ownership of our individual and organisational performance.

Service excellence – We realise, grow, and maximise our potential.

Trusted – Individuals are trusted to make informed decisions and take appropriate risks.