Job Description and Person Specification

Job details

Job title: Head of Applications
Grade:
Reports to: Chief Information Officer
Responsible for: Applications Team
Directorate and Service area: Chief Executive's Office, ICT

Purpose of the job

This role is a Head of Service role working to translate the Council's priorities into relevant strategies, plans and programmes for the delivery of a robust future-proofed service capable of enabling digital transformation.

Principal responsibilities
(Please make these concise and ideally no more than 8)

1. Work with senior management within the organisation to review the effectiveness of current strategies in supporting business objectives. Lead the creation of strategies, specifying requirements, conducting feasibility studies to identify the business benefits of alternative strategies.

2. Within a budgetary framework and with full accountability, takes management responsibility for the Applications and Systems function where the measure of success depends on achieving business goals, performance targets and agreed service levels

as well as on the successful technical implementation or use of information systems.

3. Ensure the organisation's infrastructure and applications are maintained and compliant with required security controls.

4. In the context of Disaster Recovery, assess protection and recovery capabilities, determine whether they are sufficient to support restoration of the IT systems defined as critical for the operation of the council in a timely manner.

5. Ensure the on-going development of the technical skills of the Applications Team to deliver the optimum service and enable the organisation's business requirements, particularly around digital transformation.

6. Maintain up-to-date knowledge of emerging technology trends and developments over a broad range of information and communications technologies. Monitor outcomes of research work, seeking to identify where technology might be deployed to deliver business improvements and improved service delivery to residents.

7. Deliver the organisation's Digital strategy. Maintain, and communicate the organisation's strategy for managing applications and systems, and the policies, standards, procedures, and methods necessary to implement the strategy.

General responsibilities applicable to all jobs

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Understand the councils committment to Corporate Parenting and take responsibility to support this commitment. Enable the council to be the best corporate parents possible to children and young people in our current and previous care.
4. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	Appropriate qualification (e.g. PRINCE2, Agile certification) or equivalent professional experience. Appropriate qualification (e.g. BCS, TOGAF, AWS, ITIL Master) or equivalent professional experience. Degree-level education.	
Experience and Knowledge	Cloud Architecture - Able to devise appropriate architecture using mainstream cloud provider services (e.g. AWS/Azure). Micro services/API - Deep knowledge of micro services and API creation, able to explain appropriate design considerations. Architectural patterns - Thorough understanding of common architecture patterns, able to explain and identify appropriate patterns for a given situation. Architectural leadership - Previous experience leading an architectural function. Architectural work - Previous experience as an enterprise or solutions architect. Transformation leadership and delivery- previous experience of leading significant transformation and innovation	Previous experience of leading significant transformation within a local government setting.

Attributes	Essential criteria	Desirable criteria
Ability and Skills	Ability to communicate technical information at a high level with other professionals.	
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	
Additional Factors	Ability to drive and use of own car.	