Head of IT Strategy & Architecture

Digital, Technology & Innovation – Finance and Corporate Services Directorate

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.

Purpose and impact:

To build and manage the WNC IT Strategy and Architecture service, devising the technology roadmap in consultation with the Chief Information Officer and ensuring alignment of the technology strategy to WNC's business strategy.

To create the map of IT assets, systems landscape, business capabilities and processes and governing principles required to implement the technology strategy, guiding and instructing other business teams in implementing and commissioning solutions into the target architecture.

Accountable to:

This role is accountable to the Chief Information Officer, and sits within the Digital, Technology & Innovation division, part of the Finance & Corporate Services Directorate in West Northamptonshire Council. The role will directly manage a team of Enterprise Architects and Solutions Architects (between 6 and 15 at any one time), as well as commission services from third parties.

Responsibilities:

1. Create the council's technology roadmap, ensuring strong alignment with the Business strategy and IT strategy, incorporating a full plan for all systems expenditure for the council's software systems and technology contracts.
2. Lead and develop the IT Strategy & Architecture practice; mentoring, hiring and developing appropriate staff to provide an exemplar architecture service, and providing the organisation with expert advice on strategic and architectural direction.
3. Oversee the production of solution blueprints for all business systems including hardware, software, middleware, interfaces, networking and other key components, to ensure successful and sustainable delivery of solutions.
4. Provide evaluation for all concepts and business cases within West Northamptonshire Council that contain a technology or system spend or component, providing critical challenge, mandating the technology options and constraints, and ensuring good value for money as well as strong technical fit with our existing and target estates.
5. Evaluate existing problems and opportunities with Senior Leaders and determine improvements providing roadmap(s) for delivery.
6. Prototype new applications, software libraries and other technologies to ensure West Northamptonshire Council uses emerging technologies to their full potential, providing a consultancy service to the organisation on the adoption of new technologies, and revising technology standards to keep pace with change.
7. Ensure architectural compliance by setting architecture principles and technology standards/specifications for the authority.
8. Ensure good architecture and solution governance over all Council architecture and solution design work are realised through Architecture Review Board with delegated authority to the Technical Design Authority, act as Chair for the Architecture Review Board.
9. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.

10. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons.

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:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

Minimum levels of knowledge, skills experience and qualifications required for this job.

Skills and abilities:	Essential / Desirable	Measured by
Modelling Languages Able to devise system models in appropriate languages (e.g. UML, BPMN)	Essential	I, P, D
Capability Modelling Able to generate business capability models in consultation with key stakeholders.	Essential	A, I

Knowledge:	Essential / Desirable	Measured by
Cloud Architecture Able to devise appropriate architecture using mainstream cloud provider services (e.g. AWS/Azure)	Essential	A, I, P, D
Integration Architecture Good understanding of integration patterns and use of technologies with the ability to determine appropriate design considerations through their use.	Essential	A, I, P
Information Architecture Able to devise appropriate architecture ensuring information is securely processed and stored, can be consumed by authority parties and aligns with compliance such as GDPR, Data Protection.	Essential	A, I, D
Architectural Patterns Thorough understanding of common architecture patterns, able to explain and identify appropriate patterns for a given situation.	Essential	A, I, P

Relevant experience:	Essential / Desirable	Measured by
Architectural Leadership Previous experience leading an architectural function	Essential	A, I, P, D
Architectural Work Previous experience as an Enterprise or Senior Solutions Architect.	Essential	A, I
Equal Opportunities Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	Essential	A, I

Education, training and work qualifications:	Essential / Desirable	Measured by
Appropriate qualification in Project and Programme management (e.g. Prince 2, Agile certification) or equivalent professional experience.	Desirable	A, I, D
Appropriate Enterprise/solution architecture qualification or equivalent Professional experience (e.g. BCS, TOGAF, AWS, ITIL Master)	Essential	A, I, D
Degree-level Education or equivalent professional experience	Essential	A, I, D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Day-to-day in the role:

Hours:	37	**Primary work base:**	One Angel Square
Job family band:	12	**Worker type:**	Part-flexible
Salary range:	£82,113 to £88,231 + 2.5% uplift	**Budget responsibility:**	
People management responsibility:	Between 6 and 15 Direct Reports		

Working conditions & how we work:
We are open to discussions on flexible working and prioritise personal effectiveness above a rigid stipulation of working hours.

This role has been identified as a part-flexible worker type, meaning that you will be able to work from any location, with an expectation of two days per week at the office (subject to change via mutual agreement between you and your line manager).

Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

T	Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
H	High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
R	Respect	we respect each other and our customers in a diverse, professional and supportive environment.
I	Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
V	Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
E	Empower	we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

"Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture"

When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.

- **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.

- **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.

- **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.

We want you to have balance and be happy.

West Northamptonshire Council