



**Manchester City Council
Role Profile**

Enterprise Architect, Grade 12

**ICT Service, Corporate Core Directorate
Reports to: Head of Enterprise Architecture**

Job Family: Technical

Key Role Descriptors:

This role leads a service which provides specialist technical support to the organisation.

They will lead and drive the design, implementation, development, support and monitoring of policies, procedures, frameworks and approaches. In doing so they will support the achievement of strategic and operational objectives through a focus on quality, value for money and innovation whilst providing organisational assurance.

The roleholder will work in partnership with both internal services and external partners in a manner which is focused on organisational objectives and embraces the principle of joint working.

They will ensure the effective and prioritised deployment of resources to provide reliable information and support to managers and decision makers

Key Role Accountabilities:

Establish Architectural Frameworks - business architecture, business architecture principles and enterprise architecture requirements with key MCC Leaders

Develop and maintain an architecture framework, and corresponding guidance and standards to ensure compatibility and interoperability between new and existing systems

Address key stakeholder concerns and ensure the integrity of the chosen architecture (including MCC business systems) reconciling the tradeoffs between the various architectural principles (for example, levels of security vs. performance); and develop, own and police compliance to the Enterprise and Technical Architectures (including applications, data, hardware and networks), Security Policies; Procedures and Provisioning

Work with the ICT Security Manager to determine applicable security principles and procedures across ICT, and work with the Head of Service Operations to balance trade-offs between security and other non-functional requirements (for example performance and availability);



Ensure all ICT systems meet processing, storage and network capacity requirements, as well as network provisioning, to meet the evolving MCC need in a cost effective and timely manner;

Be responsible for the range and structure of technologies required to deliver the full suite of ICT services. This includes MCC systems as well as the supporting infrastructure components; and work with the Head of Service Operations to set up an ongoing audit for core ICT services

Ensure Technology Landscape is fit for purpose and value for money

Work with the Strategic Business Partners to stay aware of MCC needs and concerns at all times;

Work with the Procurement Manager to maintain relations with supplier management and keep them informed and involved in future ICT strategies; to influence supplier strategy to ensure the best fit for MCC requirements;

Provide direction and manage the Technical Architectural with the design and specification of the technical infrastructure components needed to deliver non-functional requirements

Define and manage the MCC Systems Roadmap Planning and Implementation

A strong and clear advocate for the organisation's *m people* approach.

Demonstrate personal commitment to continuous self development and service improvement.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

Where the roleholder is disabled, every effort will be made to supply all the necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If however, a certain task proves to be unachievable, job redesign will be pursued.

Role Portfolio:**ICT Service:**

The overall aim of the ICT Service is to manage the network, computers and systems that support internal and external Council services. ICT also provide strategic direction for technology development and ICT Project Management. The ICT Service supports over 9000 users of PCs, laptops and Wyse Citrix terminals across the Manchester City Council network and remotely.

Enterprise Function - responsible for:

- Shaping the forward view of ICT and ensures investment is linked to long-term MCC strategy
- Ensuring that ICT systems meet the high standards in the areas of Security Management, Capacity Management, Availability Management, Service Continuity Management through setting appropriate procedures in these areas, and determining and enforcing the Architecture Framework, Technology Landscape and Architectural Integrity
- Developing, maintaining and enforcing the MCC Enterprise & Technical Architecture, to develop policies and strategies for security, data, compliance etc. and to plan Availability, Capacity and Continuity

Reporting to the Head of Enterprise Architecture, this is a vital role in maintaining the integrity of systems and the consistency of applied architectures.

Enterprise Architect – Key Behaviours, Skills and Technical Requirements

Generic Behaviours: Leader

- **Leadership & Management:** Inspiring individuals, teams and services with their Vision for the City.
- **Influence:** Effective relationships give the best results.
- **Strategic Direction:** Communicating the strategic direction to maximise operational delivery.
- **Business Acumen:** Taking a strong business perspective helps us achieve the best results.
- **Pride in Manchester:** Demonstrating pride in our city.

Generic Skills

- **Communication Skills:** Excellent communication, both oral and written. A skilled communicator in terms of the political/officer interface. Shows integrity, creates rapport, trust and confidence. Understanding the dynamics of conflict and how to achieve mutual agreement. Well developed influencing and persuasive skills and ability to offer a persuasive argument both with internal and external stakeholders in order to achieve key milestones whilst retaining a positive attitude and relationship. Proven ability in managing relationships with stakeholders at all levels of seniority through effective communication.
- **Strategic Thinking:** Evidence of thinking cross-functionally and cross-organisationally, beyond one's own professional areas of specialism is important as is the ability to conceptualise new, collaborative ways of achieving shared goals.
- **Strategic Planning:** The ability to turn strategic ideas and objectives into practical, well organised plans with a focus on results, standards and objectives on time to quality, within budget and to reprioritise, plan and organise own and others' work effectively to ensure these are met.
- **Policy Skills:** The ability to translate visionary ideas into practical solutions.
- **Problem Solving and Decision Making -** Strong decision making skills with the ability to analyse risks and resolve complex issues in a pressurised environment.
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- **People Management:** Ability to lead, manage and motivate staff to high levels of performance in order to achieve change and maximise staff potential and contribution to the achievement of identified aims and objectives.
- **Commissioning Skills:** Demonstrates an understanding of the commissioning role as deployed across the Directorates and its role in

market development and delivery of effective and efficient services whilst maintaining the core values of the City Council.

- **ICT Skills:** Ability to provide specialist expertise in the development, use or operation of database management system tools and facilities.

Technical requirements (Role Specific)

- Prince2 Practitioner level or equivalent in a structured project management methodology
- Significant knowledge of the relevant legislative framework and professional standards both within the ICT industry and in particular to a local authority.
- Experience of enterprise architecture, including the following disciplines: business analysis, applications/systems engineering, data/information architectures and technical architectures.
- Experience of system architecture development, portioning of functionality among applications and components and applications interfaces/ interoperability concerns.
- Practical experience of one or more architecture frameworks and any associated architecture development methods, including TOGAF certified or equivalent.
- To work flexibly including out of hours as required to meet customer demand and service demand