

Job Title:	Technology Transformation Lead	Job Band:	Band 1
Reporting to:	Head of Strategy & Digital Transformation	Size of Team:	21
Direct Reports:	0		

A key role responsible for ensuring coherence across the charity's technological change agenda as we seek to transform our technology foundations from a wealth of legacy systems to a more integrated architecture. The post holder will develop and maintain the charity's overall systems strategy, underpinned by a common data model and delivery strategy by working with the key stakeholders and the Head of IT. This will require stakeholder engagement and a robust understanding of the operations and activities which St John carries out. To architect and design systems and information flows at a high level which can be used for detailed system design and technical specifications. To ensure best practise, statutory and regulatory standards are being maintained within the charity's technology.

Key Responsibilities

- Responsible for developing and maintaining the charity's enterprise architecture and information systems principles and policies and 3-5 year systems strategy and roadmap. Ensure consistency and alignment with the overall SJA strategy for all SJA information systems, working in conjunction with the Head of IT and Head of Strategy and Planning.
- Design and own the charity's common data model and ensure effective implementation across our systems.
- Act as the charity's chief solutions architect, responsible for championing an enterprise architecture approach, documenting existing system architecture and designing high-level system architecture and integrations for new systems. Lead transformation of the charity's systems away from a series of legacy systems to a coherent platform-based strategy, most likely based in Microsoft Dynamics, setting standards and architecture able to cope with the transformation.
- Anticipate internal and external business challenges and to be proactive with recommending new technical requirements or improvements to existing projects.
- Responsible for developing and maintaining a delivery strategy and implementation plan for the charity's technology roadmap to achieve the systems strategy, translating strategic direction into building blocks that the IT development team can manage.
- Prioritise areas for best value investment in systems and processes, including consulting with key stakeholders such as trustees, Executive Leadership. Support vendor selection, contract negotiation and management of SLAs with key IT development partners
- Chair the Architecture Review Board, ensuring that new developments adhere to agreed technology architecture principles.
- Responsible for setting technology standards to ensure good practise and industry standards are being met. With attention being given to statutory or regularity requirements such as Data protection or PCI DSS. Ensure that IT security is built into design
- Work with senior stakeholders to build sound business cases showing ROI (i.e. financial, charitable output or quality focused) for new technology solutions which will benefit the organisation
- Responsible for ensuring technical architecture translates into programme delivery with regards to solutions with a significant technology element. Support new technology solution and change roll-outs including consultation with stakeholders and communication with affected parties and the rest of the organisation as necessary.
- Provide effective and consistent line management to direct reports creating a culture that is in line with SJA values and ensures effective service delivery and well-motivated and engaged staff. Implement a performance management culture in line with SJA policies, including making sure that 1-1s, Performance & Development Reviews and team meetings take place regularly with recorded outcomes.
- Perform any other duties commensurate with these responsibilities, the band of the post and skills and qualifications of the post-holder.

You will

- Be able to work on your own initiative
- Be highly motivated to achieve both personally and within a team
- Have willingness to learn and adapt new skills

Person specification

This is a specification of the experience, skills etc. that are required to effectively carry out the duties and responsibilities of the post (as outlined in the job description) and forms the basis for selection.

Requirements	Essential	Desirable
Education and Qualifications		
Degree level education or equivalent combination of relevant skills and experience	✓	
Appropriate industry standard qualifications e.g. TOGAF, ITIL	✓	
PRINCE2 or other project management framework		✓
Experience		
Experience of delivering Enterprise and Solutions level Architecture to ensure the best use of data, ideally in the context of handling legacy systems	✓	
Experience working within mobile, cloud and infrastructure solutions environment	✓	
Experience of working at a senior level to produce a strategy and monitor progress against it	✓	
Experience of supporting procurement of IT Architecture and working with 3rd party technical and application architects	✓	
Skills, knowledge and abilities		
Knowledge of IT Quality Assurance processes and knowledge within security architecture		✓
Advanced knowledge of Microsoft technologies	✓	
In depth knowledge of industry standard frameworks for IT delivery/development e.g. ITIL, SCRUM, AGILE		✓
Exceptional strategic planning and problem-solving skills showing ability to work from basic principles and tackle complex business transformation issues.	✓	
Excellent interpersonal skills, able to communicate plans and designs so that they are understood by technical and non-technical stakeholders		✓
Ability to design and architect systems to make best of existing systems and ensure data is maintained as accurately as possible	✓	
Proven experience of building strong and effective relationships with peers, stakeholders and partners.		✓

This job description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of St John Ambulance. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework.

Initials: JR

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