

## Job description

Job title	Data Architect	Department	DCS
Reporting to	Head of Architecture and Data	No. of direct reports	1
Salary grade	E	Based at	Leeds/Hybrid

<b>Purpose</b>
<p>The Data Architect role supports the definition and delivery of strategic technological change for the charity through effective architectural thinking and practice.</p> <p>Supporting, elaborating and enabling the realisation of the StepChange data strategy, the role contributes and supports the charity’s architectural direction, governance and standards.</p>
<b>Scope of role</b>
<ul style="list-style-type: none"> <li>• Support, elaborate and enable the realisation of the Stepchange data strategy.</li> <li>• Collaborate with charity stakeholders to maintain the data strategy and drive its progression.</li> <li>• Create, maintain, and socialise quality data focussed architectural artefacts and views. Provide ownership and accountability.</li> <li>• Support the realisation of data solutions through provision of delivery plans and estimates.</li> <li>• Ensure technical decisions are based on managed and understood architectural artifacts and views.</li> <li>• Use of skills, experience, and expertise to inform and guide technical decision making and quality solutions in the data domain</li> <li>• An overarching purpose of the role is to support StepChange's digital transformation journey by designing and implementing data solutions during the pivot to a cloud environment and shift to mature operating practices.</li> <li>• Develop and maintain the data architecture and driven innovation in data management, analytics and reporting.</li> </ul>
<b>Duties and responsibilities</b>
<ul style="list-style-type: none"> <li>• Maintain the enterprise conceptual and logical data models, use these artefacts to inform solutions.</li> <li>• Develop the “to-be” data architecture and the roadmap for achievement.</li> <li>• Define, publish, and socialise data principles and standards. Drive their acceptance and use to support the Stepchange solution governance structures.</li> <li>• Provide expertise, advice and support on feasibility and data matters to projects during inception and requirements gathering.</li> </ul>

- Communicate, present, and justify solutions to stakeholders at all levels to ensure understanding and buy-in.
- Work with business architects, solution architects and other SME's to create coherent and complete solution proposals.
- Collaborate on the creation of the solution proposals, to include design and implementation for modern data solutions, aligned with business objectives, and supporting StepChange's continued journey into Cloud platforms.
- Support project/delivery teams with quality solution definitions and documentation for the data domain.
- Work with suppliers to realise data designs that support the charity's needs.
- Support a technical governance framework, provide reviews of policies and standards as necessary. Ensure architectural policies are maintained and retain relevance
- Identify and evaluate technological opportunities to include data technologies, tools, and platforms to support data management, analytics, and reporting needs.
- Assess the business impact of choices made in the data domain.
- Support the detailed definition of the Data Strategy and its implementation and adoption into the Charity.
- Optimise storage, retrieval and processing of data for improved performance and cloud cost reduction
- Take responsibility for own personal development, to include staying up to date with emerging trends and advancements in data architecture, cloud technologies, and data platforms, and provide thought leadership to drive innovation.
- Share skills and knowledge, mentor colleagues and provide leadership oversight to Data Analysts.
- Work with partners and vendors to influence and oversee the delivery of the data given solution.
- Discharge all responsibilities assigned to you and perform all your tasks, duties and responsibilities with due care and diligence as required by the charity and in doing so have full regard of FCA rules
- Any other duties commensurate with the role.

Additional requirements

Pre-Employment checks required

<p>For roles that require any of these, please refer to Recruitment and Selection Policy and Procedure for guidance</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Processes client money</li> <li><input type="checkbox"/> Processes charity money</li> <li><input type="checkbox"/> Processes bulk data</li> <li><input type="checkbox"/> Public facing/external representative</li> <li><input type="checkbox"/> This role does not include any of the above</li> </ul>
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## Person Specification

<p>Experience and knowledge</p>
<ul style="list-style-type: none"> <li>• Extensive experience working as a data-focused architect including considerations such as master data management, data governance, data modelling, data lineage, data provenance and data observability.</li> <li>• Experienced with data and applications processes throughout the solutioning and project lifecycle.</li> <li>• Knowledge and experience of using data to create MI that informs and determines business decision making (extraction, transformation, data warehousing)</li> <li>• Experience of designing and implementing data architectures in modern cloud platforms (Azure, AWS) for data collection, management, and analytics.</li> <li>• In-depth knowledge of cloud platforms, particularly AWS, and experience with cloud-based data services (e.g., ), and an understanding of the direction of technical travel for the domain.</li> <li>• Extensive knowledge of techniques for data ingestion, curation, storage, presentation, and consumption.</li> <li>• Ability to identify and mitigate risks associated with data migration/transformation projects.</li> <li>• Experience of large-scale project activities in an architectural role.</li> <li>• Experience of supporting architectural governance frameworks.</li> <li>• Experience of architectural principles, standards, patterns, and anti-patterns.</li> <li>• TOGAF or equivalent architecture related certifications.</li> </ul>
<p>Skills and abilities</p>
<ul style="list-style-type: none"> <li>• Passionate about technology and its application to business challenges.</li> <li>• Track record of architecting data platforms with comprehensive understanding of data streaming, data lakes and data warehousing.</li> <li>• Ability to create reference data architectures, documentation, and best practice guides.</li> <li>• Ability to model data and use to inform solutions.</li> <li>• Problem solver with strong analytical skills.</li> <li>• Able to think strategically to achieve business goals.</li> <li>• Stays current with emerging and changing technologies to identify beneficial solutions and approaches to Data Architecture</li> <li>• Strong technical experience with a wide understanding of the business technology landscape.</li> <li>• Approachable and delights in collaboration and building trusted relationships across the charity.</li> <li>• Mindful of financial realities and the imperative of making sound and justified commercial decisions.</li> <li>• Possesses a positive, can-do attitude and a commitment to support the charity and our clients in achieving objectives.</li> <li>• Excellent communication and stakeholder management skills</li> <li>• The ability to adapt to changing technologies and learn new tools and platforms quickly</li> <li>• Can turn complex business requirements into practical data solutions.</li> </ul>

<ul style="list-style-type: none"> <li>• Experience of working in an Agile methodology (Desirable)</li> </ul>
Behavioural competencies
<ul style="list-style-type: none"> <li>• <b>Act purposefully</b> - Thinks broadly, and makes commercial, insights-driven decisions</li> <li>• <b>Empower talent</b> - Develops everyone to reach their full potential</li> <li>• <b>Create connections</b> - Builds strong relationships, partnerships and teams through transparent conversations. Inclusive and values diversity of thinking</li> <li>• <b>Drive change</b> - Adaptable and agile in response to changing requirements</li> <li>• <b>Build trust</b> - Authentic, self-aware and respectful. Creates a culture of openness and trust and brings people along</li> <li>• <b>Deliver results</b> - Drives individual accountability and ownership, enabling others to take action and make decisions</li> </ul>
Our values
<p>All colleagues should demonstrate our charity values, these are:</p> <ul style="list-style-type: none"> <li>• We work together</li> <li>• We make change happen</li> <li>• We are committed to our clients</li> </ul>