



## ROLE PROFILE

<b>Role Title:</b>	<b>Business Architect</b>
<b>Rank/Grade:</b>	<b>(B) PO1 (C) SO2 (H) A5</b>
<b>Job Family:</b>	<b>Business Support</b>
<b>Reporting to:</b>	<b>Principal Business Architect</b>
<b>Main purpose of the role:</b>	Assisting the Principal Architects in the design and implementation of enterprise wide initiatives to deliver target architecture and ensure the delivery of business critical services by translating and aligning customer's strategic business requirements into a high level architectural strategy and solution definition, and providing advice and guidance to non-EA delivered initiatives.

<b>Key Responsibilities</b>	
<ul style="list-style-type: none"> <li>As directed by the Principal Architects, design secure and resilient business and information systems architectures for change initiatives. Translate and align customer's strategic business requirements into a high level architectural strategy and solution definition. Work with key stakeholders to analyse existing baseline architectures, and design new Business, Data and Applications Architectures, taking account of the organizational, functional, process, information, and geographic aspects of the business environment, business goals and business benefits.</li> <li>With knowledge of the market, and leveraging strong relationships with customer and vendor application architects, identify potential candidate application systems, either new, or from the current application estate, whilst ensuring functional and non-functional requirements are adequately met, ensuring adherence to architectural standards as defined by the BCH Enterprise Architect.</li> <li>Provide expert advice and guidance to non-EA delivered initiatives within the BCH department to ensure that overarching architectural principles are reflected in the overall designs.</li> <li>Create or contribute to cost-benefit analyses, risk analyses, business cases, SoR's and ITTs and development plans, to take account of design decisions. Oversee the evaluation and selection of proposals and solutions from suppliers of equipment, software and other IT service and product providers.</li> <li>Support the procurement process by contributing to commercial proposals and estimating effort for solution development and deployment.</li> <li>Build and maintain strong relationships with Senior Stakeholders and Functional Process owners across BCH and the region. Provide guidance to customers on implications and change brought about by system deployment and associated process automation.</li> <li>Work closely with Project Managers and Implementation Consultants to deliver successful deployments.</li> <li>Maintain a technical knowledge of IT disciplines and product capabilities, and analyse and determine their potential application across BCH and the region.</li> <li>Maintain a high level of industry awareness and carry out impact assessments of changes in your area of expertise. Investigate and recommend new technology opportunities to the Enterprise Architect, progress these as directed in line with the ICT Strategy. Advocate and support the enterprise's information and application landscape.</li> </ul>	



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<b>Agile Working</b>	To be confirmed
<b>Psychological Assessment</b>	To be confirmed
<b>Return on Investment</b>	To be confirmed
<b>Limited Duties</b>	To be confirmed

<b>Financial e.g. limits/mandates</b>	<b>Non-financial e.g. staff responsibility</b>
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>

<b>Entry Requirements</b>
<ul style="list-style-type: none"> <li>Educated to HND or NVQ 4/5 level in an appropriate subject or at least 3 years equivalent proven industry experience</li> <li>Business modelling technique qualification e.g. BPMN, UML etc. or 2 years equivalent demonstrable experience</li> <li>BCS - Business Analysis Foundation Certification - desirable</li> <li>TOGAF or Zachman Certified or 2 years proven experience with standard methodologies and approaches such as TOGAF and Zachman</li> <li>ITIL Foundation</li> <li>ITIL Intermediate Service Design desirable</li> <li>Experience of developing and working in partnership with external consultancies and strategic technology partners</li> <li>Experience of managing teams</li> <li>Highly supportive of the business and its ideals and strategies</li> <li>Proven record in business process, data or application architecture planning, design and implementation including projects and systems integration work</li> <li>Excellent communications skills – both producing high-quality documentation, and being able to communicate the same to a wider variety of staff at all levels</li> <li>Neutral toward technology, vendor and product choices; more interested in results than in personal preferences and unflappable in the face of opposition to architectural ideals</li> <li>Highly motivated, innovative and flexible within excellent time management skills</li> <li>Conversant and at ease with all forms of services</li> <li>Good people management skills and the ability to communicate with non-technical staff at all levels</li> <li>Personal integrity and diplomacy skills</li> <li>Desire to deliver to a high level of customer service</li> </ul>

<b>Any other General Requirements/Scope</b>
<ul style="list-style-type: none"> <li>The post-holder will be required to work across Bedfordshire, Cambridgeshire and Hertfordshire, attend meetings (BCH &amp; regionally) and to liaise and work with staff in different locations, therefore the ability to travel is essential.</li> <li>The post-holder will be required to work across BCH for staff management, specific meetings and to work with staff working in different locations.</li> <li>The role may require additional hours in the event of a BCH operational exigency, major go live or in the event of a national critical incident.</li> <li>Vetting required, as advised by the vetting unit.</li> <li>The post holder will be expected to undertake training as and when required.</li> <li>The post holder will be expected to comply with health and safety requirements.</li> <li>Following appropriate training, to take on the role of Evacuation Marshal if no volunteers come forward in the post holders work location.</li> </ul>

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### Obligatory Requirements

- Before commencement of this appointment, this role is subject to medical assessment. For some roles health screening or surveillance may be required on a regular basis, as identified by line manager risk assessments.
- There is a requirement for the role holder to meet the probationary objectives set.



## ROLE PROFILE

### Personal Qualities(Behavioural Competencies)

#### We are emotionally aware

I treat others with respect, tolerance and compassion. I acknowledge and respect a range of different perspectives, values and beliefs within the remit of the law. I remain calm and think about how to best manage the situation when faced with provocation. I understand my own emotions and I know which situations might affect my ability to deal with stress and pressure. I ask for help and support when I need it. I understand the value that diversity offers. I communicate in clear and simple language so that I can be easily understood by others. I seek to understand the thoughts and concerns of others even when they are unable to express themselves clearly.

#### We take ownership

I actively identify and respond to problems. I approach tasks with enthusiasm, focusing on public service excellence. I regularly seek feedback to understand the quality of my work and the impact of my behaviour. I recognise where I can help others and willingly take on additional tasks to support them, where appropriate. I give feedback to others that I make sure is understandable and constructive. I take responsibility for my own actions, I fulfil my promises and do what I say I will. I will admit if I have made a mistake and take action to rectify this. I demonstrate pride in representing the police service. I understand my own strengths and areas for development and take responsibility for my own learning to address gaps.

#### We are collaborative

I work cooperatively with others to get things done, willingly giving help and support to colleagues. I am approachable, and explain things well so that I generate a common understanding. I take the time to get to know others and their perspective in order to build rapport. I treat people with respect as individuals and address their specific needs and concerns. I am open and transparent in my relationships with others. I ensure I am clear and appropriate in my communications.

#### We deliver, support and inspire

I take on challenging tasks to help to improve the service continuously and support my colleagues. I understand how my work contributes to the wider police service. I understand it is part of my collective responsibility to deliver efficient services. I take personal responsibility for making sure that I am working effectively to deliver the best service, both individually and with others. I am conscientious in my approach, working hard to provide the best service and to overcome any obstacles that could prevent or hinder delivery. I support the efficient use of resources to create the most value and to deliver the right impact. I keep up to date with changes in internal and external environments. I am a role model for the behaviours I expect to see in others and I act in the best interests of the public and the police service.

#### We analyse critically

I recognise the need to think critically about issues. I value the use of analysis and testing in policing. I take in information quickly and accurately. I am able to separate information and decide whether it is irrelevant or relevant and its importance. I solve problems proactively by understanding the reasons behind them, using learning from evidence and my experiences to take action. I refer to procedures and precedents as necessary before making decisions. I weigh up the pros and cons of possible actions, thinking about potential risks and using this thinking to inform our decisions. I recognise gaps and inconsistencies in information and think about the potential implications. I make decisions in alignment with our mission, values and the Code of Ethics.

#### We are innovative and open-minded

I demonstrate an openness to changing ideas, perceptions and ways of working. I share suggestions with colleagues, speaking up to help improve existing working methods and practices. I constantly reflect on my own way of working and periodically review processes and procedures to make continuous improvements. I adapt to change and am flexible as the need arises while encouraging others to do the same. I learn from my experiences and do not let myself be unduly influenced by preconceptions.

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