

ROLE TITLE	Head of Business Solutions & Architecture
DEPARTMENT	IT
OPERATING ASSOCIATION/ DIRECTORATE	Orbit Corporate Services
RESPONSIBLE TO	IT Director
RESPONSIBLE FOR	Technical Architects Release & Environments Manager IT Test Manager IT/Digital Lead Digital/Lead Analyst Developer Digital workplace Lead

ROLE PURPOSE	
	<ul style="list-style-type: none"> • Member of IT senior management team with a strong business focus on ensuring business requirements are turned into solutions. • Develop and own the overall architecture strategy and technology roadmaps, in line with Orbit's Microsoft first/D365 and cloud strategy. • Digital & IT solution design, delivery, testing and implementation, including integration of all new and existing Orbit IT systems. • Acting as a trusted advisor to key business stakeholders, including Leadership Team, and Business Change Team. • Ensures the architecture and solution is fit for purpose and capable of supporting all business requirements in line with IT strategy. • The Head of Business Solutions & Architecture will be a key role to drive forwards our business transformation, driving forward business strategies including smart building technologies and IoT. • In conjunction with the IT Product Managers, responsible for the definition and management of the end to end capability roadmap, ensuring their requirements are fully represented and understood whilst managing their expectation in line with the platform roadmap.

ACCOUNTABILITIES / RESPONSIBILITIES	
	<ul style="list-style-type: none"> • Management of the digital and business solutions Team, comprising Development team, Test Team, Digital workplace and Architecture teams • Develop and lead the overall architecture strategy and technology roadmaps, in line with Orbit's Microsoft first/D365 and cloud strategy. • Implementation of architectural principles and frameworks (esp. TOGAF) to evaluate all new proposed system and infrastructure developments/enhancements to existing platforms and ensure alignment with IT strategy. • Work with IT Product Managers and Project Managers while steering developers, designers and testers to ensure effective end-to-end digital delivery. • Work with the Business change team to manage web and digital development projects through Waterfall or Agile delivery methods. • Ensuring projects are delivered on time and budget, to the agreed methodology, quality standards and specification in conjunction with the Business Change team. • Engage with senior business and IT stakeholders to ensure that the architecture supports business outcomes and can be easily communicated and understood.

- Align technology and business strategies and to provide overarching Design Authority support for major change initiatives across Orbit.
- To provide technical design expertise to projects initiated within Orbit, influencing business requirements where necessary.
- Own Orbit's Technical Design Authority and drive forward Microsoft First/D365 strategy.
- To develop technical skills within the Digital/Solutions Team to enhance solution design skills and
- To contribute to the overall IT strategy and IT continuous improvement plan by leading research on latest technological advances and best practice so that such changes are benefited from and new or changing technology is offered as appropriate.
- To contribute to a framework of effective IT policies/procedures and ensure team adherence to relevant policies, procedures and controls.
- Responsible for building and maintaining relationships and contractual/SLA oversight with relevant IT Service providers.
- Defining and structuring strategic, complex cross organisational transformational change initiatives.
- Develop technology solutions for customers and employees to transform the business through Microsoft technologies.
- Monitoring the market to identify emerging technologies and solutions which Orbit can exploit (e.g. IoT)
- Lead the management of all environments along with the cross-technology domain release management process.

KNOWLEDGE/SKILLS/EXPERIENCE/PHYSICAL REQUIREMENTS

Essential

- The Head of Business Solutions & Architecture will have a proven track record of successfully creating and implementing a digital change agenda as well as a wealth of experience in designing digital products and services that solve both conventional and complex business solutions.
- Deep expertise in delivering digital technologies using Agile methodology with superb interpersonal skills, experience leading an innovative team and have a passion for forward thinking digital transformation.
- Comprehensive understanding and experience of enterprise architecture frameworks and principles (e.g. TOGAF)
- Experience of working with senior business and IT stakeholders to develop and embed architecture strategies and roadmaps that support business models and outcomes.
- Excellent written and spoken communication skills; an ability to communicate with impact, ensuring complex information is articulated in a meaningful way to wide and varied audiences including senior leadership, business, architecture, programme managers etc
- A track record of making complex design decisions with authority, even in times of ambiguity, balancing advancing strategy, immediate business needs and potential long term risks and implications
- Experience in analysis and design of enterprise technology solutions
- General knowledge and experience across business analysis, security by design, application and infrastructure design, systems integrations and information management
- Key technical experiences:
 - Microsoft technology stack
 - Dynamics 365 - CRM and ERP
 - SQL
 - Exchange
 - SharePoint
 - Office 365
 - Windows o/s
 - Azure
 - Integration and interfaces with legacy systems
 - Web/Digital development
- Experience in managing strategic partnerships
- Experience with SaaS, Cloud, IoT and smart technology systems
- Broad and deep knowledge of technology trends, products, services and Enterprise IT Architecture

Orbit is an Equal Opportunities Employer and all staff are required to read and adhere to Group and local policies and procedures relating to Equality and Diversity

Orbit requires all employees to read and adhere to Health and Safety policies and procedures

Orbit requires all employees to read and adhere to all Orbit policies and procedures and Standing Orders.

Signed by Employee		Date	
Signed by Manager		Date	