**JOB DESCRIPTION**

# Technology Solution Architect

# **ABOUT UNITING**

**Our purpose:** To inspire people, enliven communities and confront injustice.

**Our values:** As an organisation we are **Imaginative, Respectful, Compassionate** and **Bold**.

At Uniting, we believe in taking real steps to make the world a better place. We work to inspire people, enliven communities and confront injustice. Our focus is always on the people we serve, no matter where they are at in their life.

Our services are in the areas of aged care, disability, child and family, community services, and chaplaincy and we get involved in social justice and advocacy issues that impact the people we serve. As an organisation we celebrate diversity and welcome all people regardless of disability, lifestyle choices, ethnicity, faith, sexual orientation or gender identity.

Uniting is the services and advocacy arm of the Uniting Church NSW & ACT and as such Uniting leaders understand, support and can express the mission and purpose of the Uniting Church.

# **ABOUT THE ROLE**

**Role Purpose**

This role is responsible for designing, describing, and managing technology solutions in relation to specific Uniting business problems. You will lead the methodologies, drive better practices and develop capability required to design, introduce, champion and develop solution artefacts required for technology solutions across the enterprise. As an expert communicator, you will work with stakeholders to synthesise concepts, requirements and technology into documented solutions.

# ROLE KEY ACCOUNTABILITIES

You will be an integral member of the IT team in the Finance, IT and Property Directorate team through the following:

* Providing analysis of relevant research and operational information and assisting managers to evaluate and integrate the information they receive.
* Coordinating and maintaining team management systems and ensuring relevant information is input on a consistent and regular basis.
* Providing a collection of relevant data to assist with budgeting, the operation of the team and production of regular reports.
* Conducting specialised studies as required, providing insights into the operation of the team and the organisation.
* Actively promoting safe work practices in the workplace during all activities consistent with Uniting’s policies and comply with all WH&S legislation, policies and procedures.
* Actively contributes to a safe and supportive working environment that is inclusive of all staff through celebrating their nationality, cultural background, LGBTI status, abilities, gender and age.

As the Technology Solution Architect, your role specifically will:

* **Matching solutions with the organisational environment** – help ensure that a new system will fit the existing enterprise environment focused on application and integrations
* **Meeting the requirements of all stakeholders** - aim is to ensure that all their requirements are considered including concepts, requirements and technology
* **Accounting for project constraints** – including; technology, risks, scope, cost, quality, time, resources.
* **Selecting the project technology stack** - Find the best technology solution among all possible to solve the existing business problems
* **Compliance with non-functional requirements** - analyse all non-functional requirements and ensure that solutions will meet them
* **Design the technical solution** - describing the structure, characteristics, behaviour, and other aspects of the technical solution (e.g. software, hardware, processes) to stakeholders.
* **Partner with key roles** - e.g. project managers, business analysts, etc. to create solutions that are aligned to the architecture standards and principles, leverage common solutions and services, and meet the financial targets (cost and benefits)
* **Support** - development efforts and project governance processes
* **Consult** - during the detailed design, build, test and deploy phases, and reengaged to perform benefits realization.

# ABOUT YOU IN THE ROLE

As a staff member of Uniting you will celebrate diversity and welcome all people regardless of lifestyle choices, ethnicity, faith, sexual orientation or gender identity.

**Your directorate:**  Finance IT & Property

**You’ll report to:** Digital Innovation and Experience Lead

# YOUR KEY CAPABILITIES

**Individual leadership**

* **Improving performance -** Works with others and offers suggestions to find ways of doing the job more effectively.
* **Owning the job -** Takes ownership for all responsibilities and honours commitments within their own role and strives to achieve goals with a "can-do" attitude to levels of excellence.
* **Perseverance** - Remains committed to completing the job in the face of obstacles and barriers.
* **Timeliness of work -** Sets achievable timeframes and works to complete projects, tasks and duties on time.

**Business Acumen**

* **Organisational Operation -** Displays awareness of Uniting’s business objectives and understands how personal objectives relate to those objectives.
* **Organisational Objectives -** Has broad awareness of Uniting’s vision and values and how they apply to issues in the team.
* **Develops and Grows the Business –** Understands team and organisational goals and works collaboratively with Team Members to achieve organisational goals**.**
* **Makes Sound Decisions –** Analyses problems, seeks input from relevant people and then takes appropriate action to implement the most effective solution in a timely manner.

# QUALIFICATIONS & EXPERIENCE

**Qualifications:**

Bachelor qualification in a relevant field or equivalent experience.

**Experience:**

Typically this role will require 10 or more years’ experience in your field of expertise. You will have excellent written and verbal communication skills, be organized, systematic, thorough, accurate and disciplined. You will be continuing to develop in your area of expertise and be expected to provide innovative ideas to solve problems in your discipline. It is expected that you will be developing good skills at navigating a complex organisation, forging relationships, and managing through influence rather than direct authority as required.

* Experience in technology solution engineering, assessment and creation of design artefacts such as solution business context, solution vision and requirements, solution options (e.g. through RFIs, RFPs or prototype development) and an agreed optimal solution with build and implementation plans
* Experience in the development of technology options, assessments and comparisons, including aspects of technology alignment to existing systems and standards, hosting, security and usability considerations.
* Experience with designing and implementing complex solution for Finance teams such as AP, AR, GL, P2P, Scan & Capture etc.
* Experience with implementing ERP systems such as Microsoft Dynamics 365 Finance & Operations for Finance departments
* Experience with securely integrating Dynamics 365 Finance and Operations with other Enterprise systems such as Dynamics 365 CRM, Epicor etc. using Microsoft Azure

**Even better:**

* Experience in ‘agile’ solution development (e.g. Scrum, Safe, Kanban)
* Experience in technology consulting desirable
* Relevant Dynamics 365 or Azure certifications
* Experience with implementing Epicor especially for Billing
* Experience with Aged Care sector and its Billing requirements

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| **Employee Name:** |  | **Manager’s Name:**  **Title** | Ramesh Raghavan  Digital Innovation & Experience Lead |
| **Date:** |  | **Date:** |  |
| **Signature:** |  | **Signature:** |  |