



# Position Description

## Enterprise Architect

Strategy and Transformation

Division of Information Technology

**Classification** Level 9

**Special conditions** None

**Workplace agreement** [Charles Sturt University Enterprise Agreement](#)

**Date last reviewed** March 2026



## Division of Information Technology

### Strategy and Transformation

The Division of Information Technology (DIT) is responsible and accountable for the strategic management, development and support of information technology across the University, and the provision of related services to all staff and students at Charles Sturt University. Areas of responsibility include:

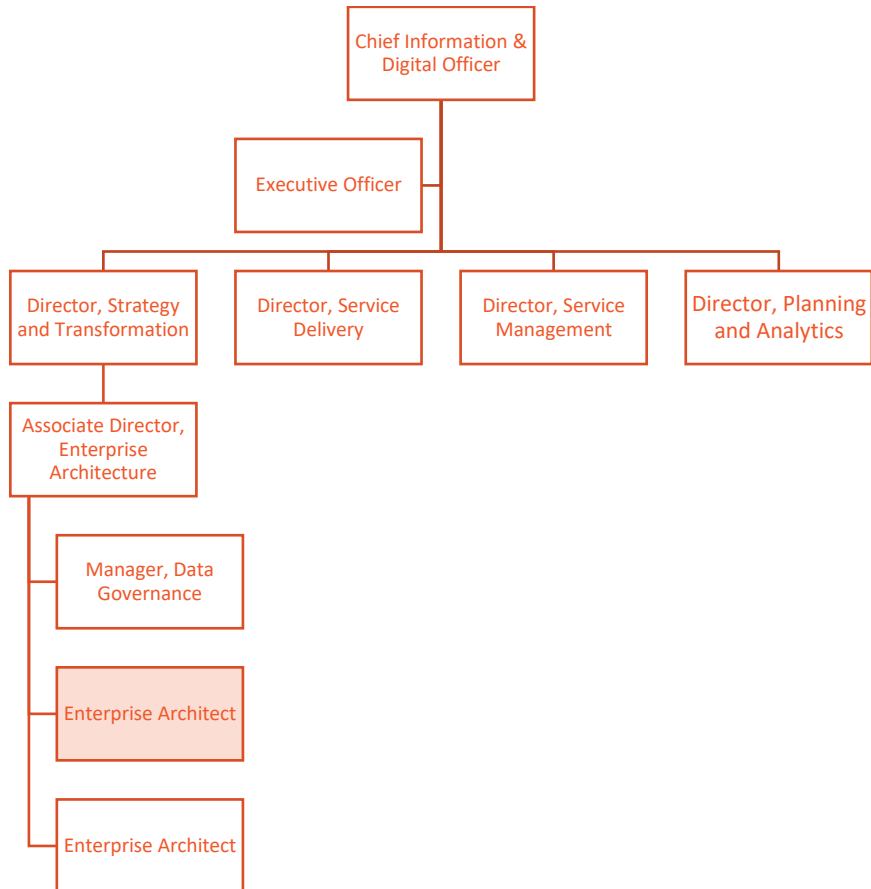
- The CSU website and online environment for students and staff
- Desktop computer supply & maintenance, mobile devices and staff email
- Access & Logins, Help & Support Desk
- Application and Integration services
- Network and Internet services
- Enterprise Architecture services, strategic engagement, and advice
- Computing facilities including Learning Commons and Library and Labs
- Corporate software and support
- Communication services, including telephones, voicemail and video conference facilities
- Audio visual services and teaching space technology

The Division of Information Technology is committed to a strong service culture. It focuses on delivering 'fit for purpose' quality services to the University community. DIT is responsible for the execution of the Technology Improvements Plan and works in partnership with organisational units and external providers in the delivery of projects.

The programs and projects are prioritised by the senior executives in alignment with University Strategy, strategic objectives and business value. DIT also supports the project management activities, provides budget, expenditure, schedule, contract and resource information.



## Organisational chart



## Reporting relationship

**This position reports to:** Associate Director, Enterprise Architecture

**This position supervises:** None

## Key working relationships

- Strategy, planning, and risk management leaders of the organisation.
- Subject matter experts, system, and data custodians.
- Colleagues in the broader Division of Information Technology, including:
  - The Divisional Leadership Team.
  - Project planning and delivery stakeholders and the Project Management Office generally.
  - Application development, delivery, and support staff from the Applications Services team.
- Members of the Enterprise Architecture team.



## Position overview

The Enterprise Architect will operate as a member of the Enterprise Architecture team to provide leadership and expertise towards the definition, development, and optimisation of the "enterprise architecture".

The enterprise architecture is defined as the overarching view of how people, process and technology are leveraged to support the strategic goals and operational needs of the organisation.

## Principal responsibilities

- **Values:** Consistently embody the University's values in behaviour and decision-making, while encouraging inclusivity and collaboration to foster a safe and respectful work environment.
- Collecting and analysing large and complex datasets to understand the university's needs and identify opportunities for improvement.
- Developing, publishing, and/or presenting consistent, clear, and engaging Enterprise Architecture artefacts and knowledge.
- Developing recommendations and/or business cases for implementing technologies and architectures to address evolving business needs, risks, and opportunities.
- Providing leadership and guidance to technology projects on the selection, and implementation of architecturally aligned technology solutions.
- Providing advice on technology associated risks including technology contracts.
- Supporting the compliance needs of the organisation through development of formal (i.e., part of the University Governance Framework) technology and data related policies and procedures.
- Other duties appropriate to the classification as required.



## Required capabilities

Capability	Capability Definition	Level of influence
<b>Innovates</b>		
<b>Acts Strategically</b>	Analyses opportunities to determine effective solutions and solve problems in order to achieve short and long-term objectives.	Influence groups/systems
<b>Creates Innovative Solutions</b>	Uses methodologies that open up creative thinking and transform ideas into actionable plans and strategies. Reflects on outcomes and drives ongoing improvement.	Influence groups/systems
<b>Optimises Digital Environment &amp; Data</b>	Builds own knowledge of new technologies, adopts appropriately and uses data to draw insightful conclusions.	Influence groups/systems
<b>Connects</b>		
<b>Communicates with Influence</b>	Listens to understand the position of others and leverages effective communication and negotiation skills in order to influence and navigate toward mutually beneficial outcomes.	Influence groups/systems
<b>Creates Alignment</b>	Aligns behaviours with values, recognises interconnectedness in the environment and takes effective action.	Influence groups/systems
<b>Achieves</b>		
<b>Drives Impact</b>	Collaboratively engages with peers and stakeholders in the community and industry. Places our people and students at the centre of design decisions.	Influence groups/systems

Capability	Capability description	Level of influence
<b>Enablers</b>		
<b>Practices Effective Governance</b>	Refers to policies, processes and guidance to support effective decision making and applies risk management processes to mitigate risk and proactively manage safety and compliance obligations.	Influence groups/systems
<b>Utilises Technology Effectively</b>	Builds capability in relevant technologies, complies with security obligations and addresses the ethics of technology use to minimise risk.	Influence groups/systems

## Physical capabilities

The incumbent may be required to perform the following.

- Work in other environments beyond your base campus, such as other campuses.
- On occasion drive a vehicle distance up to 500km per day within the terms of the university's [Driver Safety Guidelines](#)



## Selection criteria

Applicants are expected to address the selection criteria when applying for this position.

### Essential

- A. Extensive management expertise and supporting experience; or postgraduate qualifications and extensive relevant experience; or an equivalent level of knowledge gained through any other combination of education, training and/or experience.
- B. Experience in, or substantial exposure to, Enterprise Architecture practice and modelling.
- C. Demonstrable ability to analyse, conceptualise, and visualise how business capability enables the organisation and how people, process and technology interact on an enterprise-wide scale.
- D. A consultancy service orientation and the ability to work with stakeholders from all facets and levels of the organisation to deliver an objective.
- E. Excellent communication and interpersonal skills including the ability to interact and build relationships with staff and clients at all levels and from a variety of business perspectives. In particular, the incumbent needs the ability to:
  - Collaborate and present clear and compelling proposals and business cases to inform decisions or actions.
  - Translate between business and technical requirements to identify opportunities for solving problems.
  - Facilitate interactions between stakeholders to reach a consensus.
  - Operate as part of a small, geographically diverse, team where the contribution of individuals is critical to the success of the team.

### Desirable

- F. Previous experience in providing strategic advice and recommendations to senior members in an organisation.
- G. Experience in using Microsoft Office based applications (and Microsoft Visio in particular) for the development and maintenance of large and complex Enterprise Architecture artefacts.