

# Position Description

## *Digital Architecture Support Lead*



### Details

Area	Futures
Team / School	Digital Services
Employment	Continuing
Location	Flexible
Classification	HEW 8
Manager Title	Senior Manager, Enterprise Architecture

### Deakin

Deakin is a Victorian university with a global impact. We are agile and innovative, and committed to making a positive impact through our excellence in education and research and the contributions we make to the wider community.

Our reputation has been built on the dedication and expertise of our staff. We offer a dynamic, diverse and inclusive working environment with opportunities to grow and develop careers. We believe that a progressive, thriving culture will ensure people choose to come, and stay at Deakin and contribute to our ongoing success.

As one of Australia's largest universities, Deakin has strong global linkages, world-class research and an education portfolio that blends the best of campus and digital delivery into a highly supportive and personalised student experience.

We offer outstanding education founded on the experience we create for our learners and guided by graduate outcomes for successful lives and careers. We undertake globally significant discovery research that benefits our communities through the innovative translation of our ideas into new services, products, policies and capabilities.

At Deakin we value diversity, embrace difference and nurture an inclusive, safe and respectful community. Deakin is an Employer of Choice for Gender Equality, a SAGE Athena SWAN Bronze Award holder, seeking gender equity for Women in STEMM, and a Silver Award holder in the Australian Workplace Equality Index for LGBTQ inclusion. We strongly encourage applications from Aboriginal and Torres Strait Islander people and people of all cultures, abilities, sexualities and genders.

[Strategic Plan – Deakin 2030: Ideas to Impact](#)

[Benefits of working at Deakin](#)

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### Overview

The Digital Architecture Support Lead provides planning and architectural support services to ensure digital architecture processes work effectively with University processes. Maintains and promotes the Business Capability Model, technology reference model and produces insightful overlays to support projects and drive effective business decisions. Engages with all areas of the University on a regular basis to promote the Business Capability Model and increase stakeholder understanding and uptake. Works in direct partnership with business areas, the Digital Architecture Team, and others where needed to input directly into the maintenance and development of technology roadmaps. Supports the development and maintenance of the menu of the Enterprise endorsed tools and contributes to technology investment decisions throughout the lifecycle of identified products. Support the Digital Architecture Team with optimising the architecture tools (i.e. iServer) and promote the use and the adoption of the tool by other teams as required. Lead the communications of the Digital Architecture Team via appropriate communication channels and promote the architecture practice across the university.

### Accountabilities

- Monitor external sources, identify underlying trends and use a range of references and professional networks to conduct specific research ensuring sustainable and inclusive results
- Develop, maintain and use a variety of systems, processes, diverse range of people and sources to gather information and gain deeper understanding and make critical strategic decisions
- Develop a network of useful contacts within Deakin and integrate perspectives held within different areas of the University and puts plans in place to build collaboration and develop common goals
- Use understanding of the client context to anticipate needs, tailor services, improve service offering and ensure a high-quality outcome by addressing client feedback and setting service standards
- Proactively create, establish and retain professional networks, mutually beneficial relationships and considers practical application and alignment within Deakin
- Navigate appropriate course of action, gain agreement on preferred approach and prepare advice (information, materials and recommendations) to meet specific stakeholder style and requirements
- Interpret needs and offers pragmatic, inclusive and sustainable solutions based on research and in alignment with University context, policies and practices
- Use understanding of the target audience to structure and shape communication to meet their information needs or concerns and anticipate and prepare for the audience's reactions and questions

### Relationships

- **Internal relationships:** Enterprise Architect, Architecture team, Digital Partnering team, Business Analysts, and the broader Digital Services division.
- **External relationships:** 3<sup>rd</sup> party and vendors as well as Community of Practices

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### Selection

#### *Qualifications and experience*

- Tertiary degree in a computer-related discipline or a degree in another discipline plus a postgraduate qualification in information technology or related discipline; or
- An equivalent combination of relevant experience and/or education/training (*digital architecture or related discipline*)
- Experience using the ArchiMate modelling language.
- Experience in using Orbus iServer as an architectural model repository.
- Knowledge of TOGAF (The Open Group Architecture Framework)
- Demonstrated exposure to multiple, diverse industries and ICT environments.
- Broad high-level knowledge of Enterprise Architecture and Business Analysis practices.

### Capabilities

- **Creating and Innovating:** Explores concepts and insights, generates new ideas and a range of innovative solution
- **Planning and Organising:** Plans, analyses and co-ordinates the delivery of projects while balancing priorities and resources
- **Analysis and Problem Solving:** Sources relevant information; identifies problems and offers sustainable practical solutions
- **Digital Literacy:** Interprets and distils information; produces clear communications through a variety of digital platforms
- **Collaboration:** Proactively supports working together, shares ideas and provides constructive feedback; respects and values others
- **Communicating with Influence:** Engages and energises others through clear and persuasive communication

### Special Requirements

- Working with Children Check (refer to Recruitment Procedure)

### Note

The intention of the position description is to provide an outline of scope and responsibilities, at a point in time. Please note, responsibilities may evolve in accordance with organisational needs.