



**UNIVERSITY OF LEEDS**

## **CANDIDATE BRIEF**

**Data Architect, Student Lifecycle Programme / Corporate Processes and Systems Programme**



**Salary: Competitive**

**Reference: CSFIN1053**

**There are 2 posts available**

**Fixed-term for 2 years**

**We will consider flexible working arrangements**

## Data Architect

### Student Lifecycle Programme / Corporate Processes and Systems Programme

**Are you a highly skilled, delivery-focused Data Architect with experience of shaping data strategies to meet the business needs for large organisations? Are you interested in supporting the delivery of the University's transformational change programme?**

The University of Leeds is currently progressing two transformational change programmes: the Student Lifecycle Programme and the Corporate Processes and Systems Programme. Both are multi million pound, 3-5 year programmes involving processes, systems and ways of working changes.

The Student Lifecycle Programme (SLP) is in the first year of an exciting 4 year programme to enhance the processes, systems and ways of working that support students on their lifecycle from initial enquiry through to joining the university, and ultimately graduating from the University. The programme will deliver an integrated record of student and curriculum information, improvements in efficiency, resilient and flexible administrative systems, and an enhanced student and staff experience. The programme is wanting to build its data team; a data lead/senior data analyst, data architect and analysts. This team will work within an existing team of 40+, including programme and project managers, business and process analysts, IT technical experts and subject matter experts in student education related areas.

The Corporate Processes and Systems Programme (CP&S) is an anticipated 5 year programme which includes process and systems change across Finance, Human Resources, Procurement and Strategy and Planning. The vision to create a University enabled by streamlined and consistent processes and robust and insightful data, with clear ownership and control, supported by modern and future-proofed technology that is understood and enjoyed by its users. Our ambition is to reduce the time that academic and professional services staff spend on transactional activity and the manual preparation of plans, forecasts and reporting, which will allow a stronger focus on academic and service delivery, business partnering and other value-adding activity.



We are looking for a Data Architect to support each of the programmes to deliver systems that support effective and efficient business processes and align with University Strategy. You will be a subject matter expert in this field and play a key role in developing and delivering business strategy. You will ensure that programme data architectures align with the overall University Data Strategy.

## What does the role entail?

As a Data Architect your main duties will include:

- Responsibility for the growth and management of business data issues and challenges of the University and provide specialist data expertise, guidance and assurance as to how these may be met. For example, data governance, data strategy, data quality, business intelligence, and access to data;
- Supporting business case development for major programmes of business change and aligning the dependencies of changes across the data landscape. This includes the development of “as-is” conceptual and logical data models representing the current data landscape; develop “to-be” designs in support of more effective collection and re-use of University data, taking into consideration privacy by design, and delivery of desired project outcomes;
- Developing and assuring against data principles, patterns and standards covering data governance and data management, to meet legal, regulatory and business needs;
- Working closely with Enterprise Data Architect, and other Architecture domains to deliver data management, quality and governance frameworks aligned to the University Data Strategy;
- Defining the target data architectures and produce high level designs to support the intended outcomes of the Programme;
- Advising on the technology and applications required to deliver data management capabilities;
- Ensuring the alignment of business and technical data analysis and modelling to deliver data solutions that meet the business and compliance requirements;
- Contributing to, reviewing and approving the architectures for major programmes of business change across the programme to ensure they support business strategy and data strategy;
- Leading improvement of the availability, timeliness, integration, quality and security of data throughout the Programme;



- Collaborating with senior business partners across all areas of the University to shape and influence development by providing options and guidance for the business to make decisions related to data architecture;
- Communicating the business data architecture effectively to all levels of stakeholders and gaining buy-in to information models to enable new or improved technologies.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

## What will you bring to the role?

As a Data Architect you will have:

- Knowledge of leading data technologies, data storage solutions, data warehousing and IT infrastructure design;
- Good understanding of Data architecture and relationship modelling concepts, tools and best practice;
- Master and reference data management experience including one or more of the following activities; cleansing, redesigning, governance, solution design;
- Experience of delivering data architect support to large programmes of change;
- Experience of designing and implementing a data governance framework;
- Experience of working with structured and unstructured data;
- Proven experience of delivering data architecture to support business outcomes and capabilities;
- Understanding of data sensitivity considerations and impacts and experience with mitigating these risks within data design;
- Demonstrable experience in enterprise architecture frameworks and modelling notations, e.g. TOGAF, DAMA BOK, Archimate;
- Stakeholder management across technical and non-technical sponsors from C-suite to analyst level;
- Demonstrable effective communication skills; you must be able to communicate at all levels within a complex organisation with a range of stakeholders.

You may also have:

- Experience of delivering within programmes utilising one or more of the following technologies or designs Banner (SLP), SAP (CPS), Data Warehouse, Data



Integration, Business Intelligence, CRM (SLP), Financial modelling applications (CPS);

- Experience of developing Taxonomies and Ontologies and experience of applying open data principles in data design;
- Experience of implementing data catalogue application such as IBM Infosphere, Collibra, SAP Data Hub, Azure Data Catalog.

## How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

## Contact information

To explore the post further or for any queries you may have, please contact:

### **Sarah Lund, Programme Director (Student Lifecycle Programme)**

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### **Christopher Rowe, Programme Director (Corporate Processes & Systems Programme)**

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## Additional information

### **Working at Leeds**

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

### **Candidates with disabilities**

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk](mailto:disclosure@leeds.ac.uk).



## Criminal record information

### Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

