UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Business Architect, Student Lifecycle Programme (SLP)

Salary: Competitive

Reference: SESPT1070

Fixed term for two years

We will consider flexible working arrangements

Business Architect
Student Lifecycle Programme (SLP)

Are you a highly skilled Business Architect with experience of working effectively with others in the delivery of large-scale business change? Do you have a genuine interest and passion for the design of efficient processes that deliver an exceptional service to users? Do you have the ability to see the 'big picture' and integrate 'parts' into simple coherent solutions? Are you an influential communicator with the ability to lead and motivate others?

If so, then this could be the role for you. The Student Lifecycle Programme (SLP) is a long-term transformational change programme with an aim 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

We are seeking an experienced Business Architect to join the Programme Team. Reporting to the Programme Director, you will work closely with senior University leaders to develop Target Operating Models for the services/functional areas within programme scope and provide them with expert advice and guidance as they seek to develop their functions capabilities. You will work collaboratively with colleagues and key stakeholders within the Programme Team, Student Education Service and across the wider university and will ensure alignment of process and system designs with design principles and broader university strategies.

To be successful you will need to have the skills, experience and confidence to make an immediate impact and thrive on working in a complex environment.

What does the role entail?

As a Business Architect your main duties will include:
- Defining the work-packages, frameworks and models that will underpin the Business Architecture activities of the Programme, influencing the shape and focus of change to support strategic objectives;

- Providing high-quality and expert support and guidance to programme leaders and team members in relation to business architecture;
- Working with a variety of stakeholders to develop and maintain functional Target Operating Models and supporting the identification of incremental improvements to the Current Operating Models;
- Working with both internal and external suppliers to enable the delivery of programme objectives and outcomes;
- Leading the Programme's Business Architecture team ensuring that staff are appropriately managed, motivated and developed to carry out their roles effectively;
- Identifying and validating key business and technology objectives the business architecture must support;
- Developing innovative methods for exploiting new and existing business capabilities;
- Actively contributing to the development and definition of architecture standards and ensuring alignment with these as part of project delivery;
- Identifying and reporting delivery issues and risks as appropriate and working to mitigate or minimise impacts;
- Performing architecture reviews on proposed business solutions and ensuring both appropriate peer review and governance body approval is obtained;
- Contributing to the development of the University's business architecture capability.

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 Business Architect you will have:
- A genuine interest and passion for the design of efficient processes that deliver exceptional service to users combined with a big-picture view that can integrate solutions into a coherent and simple solutions;
- Demonstrable experience of leading successful project delivery in a large organisation as either an Business Architect or Design Lead;
- Experience of architecture assessment and definition and business change in complex environments;

- An excellent understanding and experience of applying architectural principles across business applications, including assurance of regulatory, legislative and industry practices combined with experience in defining and maintaining architectural standards, principles and reference models including business capabiliity models;
- Experience of creating high quality diagrams and models and frameworks to convey information, including the use of UML, BPMN or similar modelling techniques. Plus experience of using software to support modelling, such as MS Visio or Sparx EA;
- Experience of effectively analysing problems and data, presenting solutions, and information in a meaningful way to diverse range of stakeholders;
- Excellent communication skills, including the ability to articulate changes to business processes to stakeholders with differing levels of technical knowledge and the ability to influence the outputs of others you are not directly responsible for;
- Significant experience of building successful working relationships and leading and enabling interdisciplinary teams, with a proven ability to work confidently and assertively with a wide range of internal and external stakeholders including senior stakeholders and executive level boards;
- A proven ability to lead, manage and motivate staff to deliver objectives;
- Excellent organisational and planning skills with experience of successfully managing multiple and competing priorities across projects and programmes, setting appropriate direction and goals for others, with a high degree of initiative.

You may also have:
- A degree in Design, Innovation, Technology or other relevant subject area;
- Experience of applying Lean, Design Thinking or Systems Thinking;
- TOGAF or BCS Architecture certification;
- Experience of working in the Higher Education sector.

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
Tel: +44 (0)7488 312504
Email: s.r.lund@leeds.ac.uk

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.

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.