# Position description – Data Architect

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| Work level | 4 |
| Group/team | Centre of Excellence – Business Intelligence team |
| Reporting to | Head of Business Intelligence |
| Direct reports | None |
| Employment type | Fixed term, full time |
| Vision, mission and values | |
| Beyond Blue*’s* vision is that all people in Australia achieve their best possible mental health. Our mission is to promote good mental health. We create change to protect everyone’s mental health and improve the lives of individuals, families and communities affected by anxiety, depression and suicide.  All employees are expected to act in accordance with Beyond Blue*'s* values, which are **Collaboration, Respect, Enthusiasm, Excellence, Innovation and Integrity.** | |
| Position purpose | |
| The Data Architect will have the responsibility for the architecture, design and oversight of data related initiatives at Beyond Blue for the newly formed Business Intelligence Team (including data exchange, integration, migration, data mining approaches and solutions data engineering, analytics and reporting solutions).  The Data Architect will bring thought leadership to the development and management of a whole-of-organisation Data Strategy, develop frameworks and guidelines for best practice data analytics and data engineering, and lead the requirements gathering for analytics and reporting platforms and solutions to meet critical business needs. You will have strong experience using the Azure technology stack (Azure Data Factory and Azure Cloud) and be able to identify reusable architecture patterns at project / program level, whilst ensuring their alignment to standards and strategies. You will be able to identify gaps and deficiencies in data processing and propose viable solutions. You will work with your Business Intelligence Lead colleagues and maintain and prioritise demand pipeline and capacity planning to ensure overall delivery of our strategy and architecture deliverables.  The role will also be responsible for the documentation and management of the Beyond Blue data architecture and for the ongoing evolution of the team’s data and analytics capabilities. We are setting the foundations of modern architecture practices at Beyond Blue, it is an exciting time to join this journey and put your stamp on Beyond Blue data and analytics evolution, and set the foundation for advanced natural language processing, and machine learning applications, to support new insights for action. Reshape our technology landscape | |
| Accountabilities | |
| * Develop a whole-of-organisation Data Management Strategy, including a data governance framework and data architecture, that connects people, process, information and technology. * Create and maintain documentation of Beyond Blue’s data architecture, including the identification of data assets, database of record and data sources. * Create and maintain data architecture standards and patterns, conceptual and logical data models, and review interface agreements and design documents for alignment to the data architecture. * Formulate data designs and solutions consistent with the Data Management Strategy and Policy principles that guide how information is stored, processed and accessed. * Analyse key business requirements and data domains and assist with the scoping and planning of data related initiatives / activities. * Review new and existing projects for compliance to data architecture; to recommend frameworks to perform source/target data analysis, data quality assessment, data validation and reconciliation; and guide solutions in relation to data integration and data storage architectures. * Engage and influence stakeholders and staff across the organisation as well as key external partners and sub-contractors * Manage service providers and ensure standards and deliverables are met as per service agreements, and that their output ensures best practice and best value for Beyond Blue. * Proactively manage internal stakeholder relations and expectations relating to relevant activities. * Develop and monitor accurate project and operational budgets. Report on progress of projects, being able to recognise barriers, and find effective solutions. * Assess and monitor risks to data-related activities on a monthly basis and implement new controls to mitigate risks where required. * Contribute to data privacy, governance and data ethics. * Experience creating a single view of asset (community member), would be advantageous. * Ability to assesses and communicate the business costs, benefits, risks, and issues for alternative solutions | |
| Selection criteria | |
| Education/qualifications   * A graduate degree in Information Systems / Information Technology / Computer Science or a related field. | |
| Knowledge/skills/experience  Essential   * Significant experience in data architecture development and management, data asset management and data modelling techniques (conceptual, logical and physical data modelling). * Experience in enterprise information solutions and capabilities such as master data management, meta data management, analytics, data integration and migration, data quality assessment etc. * Experience in contemporary data platforms including Cloud based technologies, specifically Azure technology stack. * Knowledge in data architecture, conceptual knowledge of data warehousing techniques, big data and SQL, and database design key concepts. * Knowledge of complying with government and mandatory legislative requirements and applying ethical considerations to decision making. * Strong relationship building and management skills. Experience coordinating many internal stakeholders and managing external stakeholders, including suppliers and partners. * Strong written and verbal communication skills with experience in developing and delivering presentations to stakeholders at all levels in an organisation. * Exceptional attention to detail. * Ability to pick up new concepts, instructions and processes and implement solutions. * Highly effective planning, organisational and personal time management skills. * Ability to meet and manage conflicting deadlines. * Experience in any ETL / ELT tool * Accountable for decisions around data modelling, data architecture, data solutions and tools.   Desirable   * Experience in the not-for-profit, government or health sector. * Experience or exposure to Salesforce CRM. * Experience using Power BI. * Knowledge of complying with health data management principles (including clinical data). | |
| Team structure and relationships | |
| Team structure  The position reports to Head of Business Intelligence  Internal   * Works closely with the Services & Supports, Brand & Marketing, Fundraising, particularly the Performance teams. * Works within the Centre of Excellence, and all teams including Customer Experience. * Works closely with the IT team in building and maintaining the Enterprise Architecture * Works with Corporate Services across Finance, Procurement, Contracts, Systems, HR, BI and IT.   External   * Liaison with digital and data agencies, IT software, IT services and other relevant suppliers. | |
| Extent of authority | |
| As per the Delegations of Authority Policy | |
| Health, Safety and Wellbeing | |
| Beyond Blue is committed to ensuring the physical and psychological health and safety of all employees, contractors and other people involved in our business activities. Our people are expected to comply with our Health, Safety and Wellbeing policy. | |

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| Prepared by | Head of Business Intelligence, Allison Howells | Date | 03 February 2021 |
| Approved by |  | Date |  |
| Employee sign off |  | Date |  |