

## Senior Business Architect

<b>The Organisation</b> [Provide background to the organisation offering the position]			
<b>Position Name</b>	<b>Senior Business Architect</b>	<b>Position ID</b>	
<b>Reports to</b>	<b>Group Chief Enterprise Architect</b>		
<b>Direct Reports</b>	<b>Process Architecture Lead, 2 x Business Analysts</b>		
<b>Division</b>	<b>[Division]</b>	<b>Department</b>	<b>Business Architecture</b>
<b>Band</b>			
<b>Key Customers</b>	<ul style="list-style-type: none"> <li>• [List Business Units]</li> </ul>		
<b>Location</b>	[Location]		

<b>Purpose of the Position:</b>	
<p>Is the owner of the [The Company] business architecture capability. The senior business architect is responsible for the design, development, delivery and ongoing maintenance of a [The Company] Group-wide business architecture blueprint, and related execution roadmap, assuring its continued alignment to the overarching objectives of the [The Company] business, IT and enterprise architecture requirements.</p>	
<b>Key Performance Objectives</b>	<b>Tasks</b>
Strategy Execution & Capability Ownership	<ul style="list-style-type: none"> <li>• Owner, custodian ,and champion of the [The Company] Business Architecture capability, ensuring cross-group alignment of business strategies &amp; models with other functional areas and business functions, including alignment to the enterprise architecture</li> <li>• Translates strategic requirements into a usable target Business architecture and roadmap, which may include appropriate business and market-related business design, associated business drivers, objectives &amp; KPI's, as well as the targeted sets of business capabilities and processes to achieve the group strategic objectives</li> <li>• Ensure the Business architecture aligns to the enterprise architecture, and that all existing business models, processes &amp; assets are identified, stewarded and leveraged across the business as appropriate</li> <li>• Definition of appropriate [The Company] business models, frameworks, reference designs, standards, policies and practices</li> <li>• Setup, implementation and governance over tools and investments used to design and communicate the business architecture</li> <li>• Ensure a focus on business solution design quality by developing and publishing standards including (but not limited to) business engagement standards, process standards, business model policies &amp; operating standards</li> <li>• Drives communication and use/alignment of the target business strategy and architecture (Blueprint) across [The Company] Group stakeholders</li> </ul>

	<ul style="list-style-type: none"> <li>• Provides enterprise-wide assurance over the integrity and appropriateness of business architecture designs, using [The Company] approved standards</li> <li>• Monitors emerging industry standards, positioning improvements to the business environment where appropriate</li> <li>• Ongoing review of business design programme performance and value realisation objectives</li> <li>• Business representative in architecture and design related forum(s) as a key decision-making stakeholder</li> </ul>
<p>Delivery Planning, Design &amp; Implementation</p>	<ul style="list-style-type: none"> <li>• Coordinate new business architecture activities across [The Company] Group stakeholders, ensuring they are consistent and well integrated with the established group blueprint, using an appropriate repository (Metadata, registry or portal) to promote reuse and standards adoption</li> <li>• Active member in pre-execution analysis and business case development of new projects impacting business designs and architectures. Provides an enterprise view of dependencies, impact and overlap against the existing portfolio and roadmap</li> <li>• Identifies business risks, assesses the potential impact on other group business brand strategies, designs and existing projects</li> <li>• Collaboration with all project stakeholders to review the objectives, requirements, designs and constraints of each solution, determining conformance with the approved EA Blueprint</li> <li>• Recommends the most suitable business architecture, and defines the solution at a high level whilst updating the related business model &amp; framework as appropriate</li> <li>• Models designed and updated using the standardised modelling tool, stored in the enterprise architecture repository</li> <li>• Lead in design of project Conceptual, Logical Architecture(s) and roadmap(s), recommending the most suitable approach in alignment with the target business architecture. The designs should consider the following: <ul style="list-style-type: none"> <li>- [The Company] Business (and Functional area) &amp; IT strategy – Across territories</li> <li>- Enterprise architecture strategy</li> <li>- [The Company] Business Model &amp; Roadmap</li> <li>- Business trends and emerging technologies</li> <li>- Existing Business Initiatives &amp; Overlaps</li> <li>- Business &amp; Technology Capabilities &amp; Roadmap</li> <li>- Integrated Architecture Domains &amp; Roadmaps: Channel, - Business Process, Integration, Data, Infrastructure, Security, Partner &amp; 3rd Party Ecosystems</li> <li>- Business, Functional and Non-functional project requirements</li> <li>- Regulatory, legal and compliance implications i.e. consumer privacy laws, data retention policies, outsourced data and specific industry guidelines</li> </ul> </li> <li>• Participate in key project design reviews as part of the methodology process to ensure business designs adhere to business architecture guidelines</li> <li>• Assist in post-implementation business improvement/optimisation efforts to enhance performance and provide increased functionality</li> <li>• Track initiative progress and metrics as feedback into Architecture boards and forums</li> </ul>

<p>Governance &amp; Risk Management</p>	<ul style="list-style-type: none"> <li>• Monitor regulatory and compliance guidelines (such as consumer privacy issues or cross-region cloud integration and audit requirements) to determine impact on the business architecture</li> <li>• Validate audit objectives and assist with creation of audit plans to ensure continued integrity and transparency of business designs</li> <li>• Review audit reports to ensure findings and recommendations are acted on</li> <li>• Ensures Risk Management processes are in place to protect business and related IT assets through appropriate standards and security policies</li> <li>• Provides input into the development of policies, standards and guidelines to direct selection, development, implementation and use/distribution of business &amp; user platforms</li> <li>• Provides assurance and governance at key milestones, ensuring appropriate application of [The Company] business architecture standards and practices</li> <li>• Governs and manages change to the business architecture landscape, including target architecture change (project-based), as well as management of repository artefacts (i.e. knowledge management and appropriate application of tooling standards)</li> </ul>
<p>Architecture Management</p>	<ul style="list-style-type: none"> <li>• May lead a team of allocated specialist designers and analysts, assuming responsibility for solution designs impacting the business architecture</li> <li>• Manages communication of business architecture change through the appropriate committees and architecture boards</li> <li>• Responsible for the achievement of business architecture KPIs</li> <li>• Manages the [The Company] business architecture working group</li> <li>• Responsible to manage the knowledge &amp; architecture repository for all business architecture artefacts</li> </ul>
<p>Research &amp; Analysis</p>	<ul style="list-style-type: none"> <li>• Active in market trend research and benchmarking of competitive [Industry] institutions, and their approaches/business models &amp; technologies used to drive business innovation</li> <li>• Active in the positioning of feasible business concepts to [The Company] Group, contributing to business case development and architecture positioning</li> <li>• Research new technologies and suites to evolve the existing [The Company] channel technology stack, providing recommendations as appropriate</li> </ul>
<p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• B Comm Information Systems / Informatics, MBA with Information Systems or a similarly relevant Information Technology degree from a recognised university</li> <li>• Architecture practice and modelling-related certifications e.g. TOGAF, Zachmann, BA Guild, Inspired</li> <li>• Knowledge of Industry frameworks and reference models e.g. eTOM, SID &amp; other</li> <li>• Architecture tooling certifications &amp; experience e.g. Sparx, Casewise, ARIS, iServer, EVA &amp; other.</li> <li>• Supporting technology or business domain certifications</li> </ul>	
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• 8+ years' experience as an architecture practitioner</li> <li>• 5+ years' experience in business architecture and business/process design &amp; analysis</li> <li>• 3+ years' experience in leading/managing business architecture teams</li> </ul>	

- 5+ years' experience in implementing large, mid-size and small transformational projects
- Detailed experience and successful track record in establishing business architecture capabilities, defining and driving their adoption
- Knowledgeable in the design and construction of common business architectures that enable well-integrated transactional, collaborative and analytical systems – internal, partner and 3<sup>rd</sup> party integration.
- Experience in driving strategic business initiatives and digital transformations.
- Experience in customer-centered channel design and advantage (e.g. UX & CX design and delivery, CVM, A/B Testing)
- Experience with different business model implementations & related systems e.g., Digital Commerce, USA & Europe and African exposure, Joint ventures, Agencies & franchises, Media & Telecommunications
- Understanding of common business architecture frameworks and standards
- Experience creating business policies to support standardised design and use of implemented systems

## **Summary of Responsibilities**

### **Primary Responsibilities**

- Business model design & strategy alignment
- Business capability mapping
- Business Research & development
- Business Industry trend watching & analysis
- Business case development
- Business scorecard management development
- Business drivers, goals, objectives alignment & measurement
- Business functions decomposition & alignment
- Business quality management & optimisation
- Business & IT opportunities road mapping
- Membership of the Architecture review board

### **Secondary Responsibilities**

- Process framework design
- Process mapping & modelling
- Process improvement & re-engineering
- Business requirements modelling
- User requirements modelling

### **Skills**

- Business case development
- Business scenario modelling
- Organisation design
- Business process design
- Strategic planning
- Budget management
- Visioning
- Business metric definition
- Business culture & transformation development
- Business function management & design

**Technical Competencies**

- Strong leadership
- Strong Modelling
- Customer focus and service orientation
- Assertiveness
- Planning and organising, Project Management
- Cultural diversity sensitivity
- Innovative
- Inquiring mind
- Diplomacy and Tact
- Conscientious

**Behavioural Competencies**

- Relationship Building
- Conflict Resolution
- Decision Making
- Critical Appraisal
- Holistic Thinking
- Persuading & Influence
- Coaching