

Position Profile



Position:	Digital and Data Architect
Team:	Information Technology
Org unit:	Information Technology
Reporting manager:	Chief Information Officer
Industrial coverage:	Non award
Position number:	TBA
ANZSCO code:	TBA
AON code:	TE.ISEA.P4-5, TE.ISSA.P4-5
Approval status	Approved
Date reviewed:	December 2024 by Brian Kelly

Organisation purpose

A different brilliant® - understanding, engaging and celebrating the strengths, aspirations and interests of people on the autism spectrum.

Vision: The best opportunities for people on the autism spectrum.

Mission: We work with people of all ages on the autism spectrum, delivering evidence-informed solutions that are person-centred, family-focused, and customer-driven.

Values: We are passionate about people, about being positive, and about what's possible.

Team purpose

To partner with the organisation to deliver effective Information Technology solutions that add value to changing business needs.

Position purpose

To design and implement Aspect's digital architecture and data strategy. To prove out the concepts of technology and opportunities that will support and enable an effective digital transformation.

Key accountabilities

Architecture and Solutions

- Analyse, plan, design and build the enterprise-wide data and integration architecture tailored to Aspect needs
- Evaluate multiple technical alternatives and contribute to recommendations which impact application and technical solutions

- Provide specialist advice to the business regarding issues in the application of technology to enhance business performance
- Design data models that support data integration, storage and retrieval across various platforms
- Oversee migration, transformation, and optimisation projects
- Evaluate emerging technologies and make recommendations for adoption to enhance data, integration and automation capabilities

Collaboration

- Work cross-functionally with other business units to understand their digital needs and challenges, ensuring that solutions are tailored to meet their requirements

Process improvement

- Establish metrics and monitoring tools to evaluate the performance of data architecture and digital solutions, ensuring they meet business needs
- Identify areas for improvement and optimisation within the data architecture

Team culture and development

- Contribute to and promote a team culture of continuous improvement and high performance.

Team functional development

- Contribute to continuous operational improvement through knowledge of Aspect's business, the external context, and contemporary practice in own area of expertise.
- Contribute to the development of the [team] team collective knowledge and team spirit through participation in and leadership of learning and team building activities

Safeguarding the people we support

Aspect is committed to providing an environment free from abuse, neglect and exploitation of the people we support. Staff are expected to:

- follow safeguarding guidelines as outlined in Aspect's Safeguarding the People We Support policy and Code of Conduct.
- complete mandatory Code of Conduct training and implement into day to day operations and practice.
- be vigilant and maintain a heightened sensitivity to recognising signs of abuse, neglect or exploitation and escalate/report those signs/concerns.
- escalate/report other staff practices which deviate from policy/procedure.

Work health and safety

All staff are required to:

- take reasonable care for their own health and safety.
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with legislative requirements.

- report unsafe conditions or practices, and make suggestions to their manager on improving work, health & safety at Aspect.
- participate in the staff consultation process about work health & safety matters.
- understand and adhere to Aspect's Code of Conduct.

Essential requirements

- Bachelor's degree in Computer Science, Information Technology, Data Science, or a related field
- Experience in data architecture, data management, or related roles
- Strong knowledge of data modelling, data warehousing, and database management systems
- Proficient in data governance, data quality management, and data security practices
- Excellent communication and stakeholder management skills, with the ability to translate technical concepts into business terms.
- Working with Children Check clearance (NSW) for paid employment
- National Police Clearance

Functional capacity requirements

Frequency refers to an approximate percentage of time in a typical shift or period on duty:

Rarely: Up to 7% Occasionally: 8% to 33% Often: 34% to 66% Continuously: More than 66%

Requirement	Frequency
Resilience to time pressure/workload	Often
Sitting	Continuously
Standing, walking	Occasionally
Pulling, pushing, lifting <5kg, reaching, carrying	Rarely
Fine motor skills – keyboarding, writing	Continuously

Attributes and Capabilities

The attributes and capabilities outlined in the NSW Government Capability Framework for ICT professionals, specifically Enterprise Architects, are needed to perform the role effectively.