



Position Description

Position Title: Solutions Architect / Practice Lead

Job Stream: Developer

Role Grade: 4

Reports to: CTO

Direct Reports: 3 to 7 depending on the specific role

Job Purpose:

The person in this leadership role will either lead a discrete practice within the firm, a team of developers or play a senior architect role.

A practice may involve a particular class of tech (e.g. our CMS practice, RPA team, custom dev team) or a geographic location (Victoria, NSW). In most cases this role will include a line management quotient; supervising a team from an HR as well as a tech perspective, driving capability improvement in the team and supporting team members in their professional development.

The Solutions Architect / Practice Lead is expected to substantially meet the competency requirements of our Enterprise Competency Framework, covering technical, personal and general professional competencies. These are included in this PD.

All employees are required to comply with (and help improve) our operational and delivery processes as defined in the Company Manual and associated Policies, and procedural documentation available online to all staff. In particular, all staff are required to observe our Code of Conduct.

Competencies

Software Development

Software development	<p>Designs architectural-level solutions across a tech stack for large or complex systems.</p> <p>Undertakes impact analysis on major design options and trade-offs.</p> <p>Makes technology, architectural and design recommendations and manages associated risks.</p> <p>Reviews others' designs to ensure selection of appropriate technology, efficient use of resources, and integration of multiple systems and technology.</p> <p>Develops road maps to communicate future development activity.</p> <p>Provides support and guidance to the dev team on automated testing / test-driven development</p> <p>Consistently leads and drives continuous improvement in the systems development function</p> <p>Measures and monitors application of project / team standards for software construction, including software security.</p> <p>Contributes to the development of organisational policies, standards and guidelines for software development.</p>
Systems Design	<p>Designs architectural-level solutions across a tech stack</p> <p>Suggests improvements to the organisational design standards</p>
Governance	<p>Promotes and ensures the application of coding standards</p> <p>Ensures testing and review practices are continually applied</p> <p>Ensures that suitable monitoring of the governance framework is in place to report on adherence to framework obligations as needed.</p>

<p>Back end specific competencies</p>	<p>Fluent and able to coach others in .Net and / or PHP programming stacks, eg:</p> <ul style="list-style-type: none"> - .Net - ASP.Net, C#, web API, MVC, - PHP - Python/Django, <p>Fluent and able to coach others in:</p> <ul style="list-style-type: none"> - API Design and creation – RESTful API and websockets - OAuth 2.0 - Systems integration - MS SQL Server DB skills (ie stored procs, data modelling, optimisation etc) <p>Fluent and able to coach others in:</p> <ul style="list-style-type: none"> - AWS – ELB, EC2, and Lambda - SAAS design architecture/deployment
<p>Front-End Specific competencies</p>	<ul style="list-style-type: none"> ● Deep understanding of front-end architecture. ● Can customise plugins in a way that doesn't compromise inherent CMS security. ● Optimises SEO outcomes without requiring direction. ● Specialises in PHP, HTML5, JavaScript, CSS3, jQuery, coaches others, conducts code reviews on these. ● Can design and implement: <ul style="list-style-type: none"> - event-driven architecture, including those capable of asynchronous I/O - throughput optimisation and scalability into web applications - real-time Web applications (e.g., real-time communication programs)
<p>Specialist advice</p>	<ul style="list-style-type: none"> ● Actively maintains recognised expert level knowledge in one or more identifiable specialisms. ● Provides definitive and expert advice in their specialist area(s). ● Supports and promotes the development and sharing of specialist knowledge within the organisation.
<p>Data modelling and Design</p>	<ul style="list-style-type: none"> ● Provides advice and guidance to database engineers and others on database design.
<p>Testing</p>	<ul style="list-style-type: none"> ● Defines and continually improves a suite of testing approaches across all stages of testing. ● Leads a test-driven development approach. ● Demonstrated experience in developing automated testing suites.
<p>Database Design</p>	<ul style="list-style-type: none"> ● Provides advice and guidance to database engineers and others on physical database schema design and optimisation.
<p>Release and Deployment</p>	<ul style="list-style-type: none"> ● Defines CI/CD practices relating to release processes and procedures. ● Oversees GIT policies and processes and ensures compliance to these across projects and product development.

Emerging technology monitoring	<ul style="list-style-type: none"> • Monitors the external environment to gather intelligence on emerging technologies. • Creates reports and technology roadmaps and shares knowledge and insights with others. • Drives continuous improvement initiatives in the technology space for the company, and where appropriate, for clients.
Documentation	<ul style="list-style-type: none"> • Promotes code and spec-level documentation practices. • Helps define and continuously improve documentation practices.

General Professional

Financial Management	<ul style="list-style-type: none"> • Provides input to function budgeting (annual or project).
Business Process Improvement	<ul style="list-style-type: none"> • Selects, tailors and implements business process improvement methods and tools at programme, project and team level in line with agreed standards. • Proactively drives Continuous Improvement in their function. • Introduces new paradigms of delivery for the function.
Sales	<ul style="list-style-type: none"> • Able to engage with C-suite-1 levels client management in sales processes in a way relevant to their role.
Consultancy	<ul style="list-style-type: none"> • Is seen and treated as a trusted advisor by internal and external clients on project-related matters.
Project Management	<ul style="list-style-type: none"> • Designs and improves project or task estimation processes in a sales or delivery content. • Reviews estimates at project level and approves / amends as appropriate.
Change management	<ul style="list-style-type: none"> • Understands that all projects are change initiatives by definition and brings the customer on a change management journey. • Sells engagements through a change management lens.
Travel flexibility	<ul style="list-style-type: none"> • Travels interstate for up to a week, travels overseas for up to a week.
Time flexibility	<ul style="list-style-type: none"> • Effort contribution is consistently over the base requirement, and is noted and recognized by the team. The effort contributed clearly adds value and is not just a clock-watching exercise.

Behavioural Competencies

Behavioural	<ul style="list-style-type: none"> ● Implements, leads and monitors projects, concepts, policies, processes and culture. ● Advocates, models, monitors, leads, implements, evaluates, fosters, promotes, reviews, oversees.
Manage self	<ul style="list-style-type: none"> ● Maintains a high level of personal initiative and motivation and acts in a decisive way. ● Inspires others by setting and achieving stretch goals. ● Translates challenging feedback into an opportunity to improve. ● Actively seeks, reflects and acts on feedback and challenging experiences.
Display resilience	<ul style="list-style-type: none"> ● Provides frank and honest advice in the face of contrary views ● Welcomes new challenges and persists in raising and working through challenging and difficult issues ● Remains calm and constructive in highly pressured and unpredictable situations
Communicate effectively	<ul style="list-style-type: none"> ● Implements processes for effective communication within and outside area of responsibility ● Presents with credibility, engage varied audiences and tests levels of understanding ● Translates technical and complex information concisely for diverse audiences
Manage relationships	<ul style="list-style-type: none"> ● Maintains effective relationships with senior/executive internal and external stakeholders, including service providers, clients and other agencies. ● Facilitates business decision making processes.
Influence others	<ul style="list-style-type: none"> ● Uses multiple strategies to give and receive constructive feedback, influence the thinking and behaviour of others and gain their support and commitment ● Identifies key stakeholders and gains their support in advance ● Influences others with a fair, considered and sound approach and presents persuasive, counter-arguments to develop and motivate people and influence mindsets or behaviour ● Works towards mutually beneficial win/win outcomes ● Establishes a clear negotiation position based on research, a firm grasp of key issues, likely arguments, points of difference and areas for compromise ● Leads with compassion, empathy, sensitivity and understanding in resolving acute and complex conflicts ● Preempts and minimises conflict within the organisation and with external stakeholders
Work collaboratively	<ul style="list-style-type: none"> ● Acknowledges collaborative efforts that lead to successful outcomes ● Builds cooperation and overcomes barriers to information sharing, communication and collaboration across workgroups ● Engenders wellbeing, synergy and a spirit of collaboration across teams ● Facilitates opportunities to engage and collaborate with external stakeholders to develop joint solutions

Make sound decisions	<ul style="list-style-type: none">• Uses an agreed systematic approach to assess competing views and priorities and draw accurate conclusions that recognise and manage contextual issues• Discerns the far reaching implications of decisions• Draws on and analyses key internal and external drivers/indicators when making decisions to achieve optimal outcomes
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