

## Enterprise Architect

This position description is designed to give an overview of the type of work and performance required for this role and may include other duties as required.

### Who we are as an organisation and what we are about

Everything we do is related to our **vision and purpose** – *a safe and secure aviation system - so people are safe and feel safe, when they fly.*

We will have the following **impacts**:

**Being safe** – fewer people die or sustain injury while participating in the aviation system.

**Feeling safe** – people’s choice to participate in the aviation system is not limited by perception of unsafe practices.

Our **pathways** to achieve this are:

**Leadership and influence** – through regulatory leadership we influence a safe and secure civil aviation system for New Zealand.

**Active regulatory stewardship** – we monitor and care for the civil aviation regulatory system through our policy and operational activities.

**Professional regulatory practice** – we act to identify risk and reduce it through intelligence-led intervention.

### Scope

<b>Reports to:</b>	<b>Chief Technology Officer</b>
<b>Group:</b>	<b>Digital Unit, Corporate Services Group</b>
<b>Location:</b>	<b>National Office Wellington</b>

### Role Overview

The Enterprise Architect is a technology broker. They lead technical engagement with the wider business. They connect technology innovations to business needs and advocate for transformative technology solutions.

More specifically, the Enterprise Architect works collaboratively to understand business needs at a high level; they advise on innovation and technology enablement opportunities; they facilitate matching business needs to service options; they monitor and discover new and evolving service offerings; and they evaluate available services and potential value.

The Enterprise Architect will contribute to CAA’s Digital roadmaps and blueprints, policies, and initiatives to enable the Authority to achieve its strategic and operational goals. These products will be delivered in a way that builds a collaborative and high-trust environment across the CAA business, and will provide a simple, understandable, well-integrated view of digital investments.

## Core Competencies

<p><b>Organisational Savvy</b> – Manoeuvring comfortably through complex policy, process and people-related organisational dynamics</p>	<ul style="list-style-type: none"> <li>• Is sensitive to how people and organisations function</li> <li>• Anticipates land mines and plans approach accordingly</li> <li>• Deals comfortably with organisational politics</li> <li>• Knows who has power, respect, and influence</li> </ul>
<p><b>Collaborates</b> – Building the partnerships and working collaboratively with others to meet shared objectives</p>	<ul style="list-style-type: none"> <li>• Works cooperatively with others across the organisation to achieve shared objectives</li> <li>• Represents own interests while being fair to others and their areas</li> <li>• Partners with others to get work done</li> <li>• Credits others for their contributions and accomplishments</li> <li>• Gains trust and support of others</li> </ul>
<p><b>Tech-Savvy</b> – Anticipating and adopting innovations in business-building digital and technology applications</p>	<ul style="list-style-type: none"> <li>• Anticipates the impact of emerging technologies and making adjustments</li> <li>• Scans the environment for new technical skills, knowledge, or capabilities that can benefit business or personal performance</li> <li>• Rejects low-impact or fad technologies</li> <li>• Readily learns and adopts new technologies</li> </ul>
<p><b>Cultivates Innovation</b> - Creating new and better ways of the organisation to be successful</p>	<ul style="list-style-type: none"> <li>• Comes up with useful ideas that are new, better or unique</li> <li>• Introduces new ways of looking at problems</li> <li>• Can take a creative idea and put it into practice</li> <li>• Encourages diverse thinking to promote and nurture innovation</li> </ul>
<p><b>Global Perspective</b> – taking a broad view when approaching issues using a global lens</p>	<ul style="list-style-type: none"> <li>• Looks towards the broadest possible view of an issue or challenge</li> <li>• Thinks and talks in global terms</li> <li>• Understands the position of the organisation within a global context</li> </ul>
<p><b>Decision Quality</b> – Making good and timely decisions that keep the organisation moving forward</p>	<ul style="list-style-type: none"> <li>• Makes sound decisions, even in the absence of complete information</li> <li>• Relies on a mixture of analysis, wisdom, experience and judgement when making decisions</li> <li>• Considers all relevant factors and uses appropriate decision-making criteria and principles</li> <li>• Recognises when a quick 80% solution will suffice</li> </ul>

## Core Responsibilities

- Participate in the creation and evolution of a technology roadmap that defines current technical architectures, future architectures, and the evolution for transition
- Serve as a subject matter expert for architectural frameworks, methods, design patterns, and tools, including using these in the evaluation and recommendations for new processes or technologies to enhance ICT and digital service delivery and cost effectiveness
- Support strategic technological planning to achieve the Authority's goals by prioritising technology initiatives and coordinating the evaluation, deployment, and management of current and future technologies

- Lead the delivery of a high quality, consistent level of customer service to key stakeholders, ensuring that there are no surprises and all outputs are meaningful and assist strategic decision making
- Develop selected future state solution and integration architectures and provide expertise to solution and software teams during complex technology implementations
- Work in partnership with people and technology change teams to ensure compliance with standards and practices, and positively influence the adoption and embedding of change across the organisation
- Lead the creation and review of a digital systems capability plan that meets the strategic requirements of the Authority, ensuring that business, ICT requirements and technology standards are in alignment
- Develop and present compelling business cases for high-level initiatives for approval, funding, and prioritisation
- Maintain a key focus on the security of systems to appropriate levels by adopting a risk management profile appropriate to the business and consistent with industry best practice, balancing organisational needs for security with responsiveness, business continuity and resilience
- Live our organisational values of me mahi tahi, me mahi pono, me manaaki, me mahi tika and kia tū rangatira ai (collaboration, transparency, integrity, respect and professionalism respectively).
- Carry out work and conduct interpersonal relationships in a way that supports the Authority's commitment to the principles of Te Tiriti o Waitangi and Diversity and Inclusion
- Contribute to, maintain knowledge of, and practices Health and Safety processes and initiatives

### Outcomes

- The Authority has a planned, long-term technology ecosystem to deliver on its strategic goals and regulatory obligations.
- The Authority achieves a technology ecosystem that creates economies of scale and scope, and in a financially sustainable manner while maintaining high levels of operational security and efficiency.
- The Authority designs and implements a long-term digital blueprint that keeps it at the forefront of technological capabilities.
- The Authority is a safe workplace, meets legislative standards, minimises its carbon footprint, and its activity contributes to manaakitanga and kaitiakitanga.

### Skills and Experience to be Successful

This position will require a broad set of skills and experience. The Authority will seek and recruit talent that have the following key attributes:

- Experience working in ICT at an enterprise level
  - Demonstrated experience developing enterprise application architectures to meet business requirements in complex environments
  - Relevant tertiary/professional qualification or equivalent experience, ideally with a TOGAF qualification
  - Exposure to wide variety of cloud and enterprise solutions through their design, implementation, and operation
  - In-depth knowledge and several years' experience in ICT strategic planning and architecture, including data modelling and connection architectures, and network and infrastructure impact/ design
  - Up to date knowledge of trends and emerging technologies that drive strategic change
  - A history of success in the development or implementation of Digital strategies and architecture.
  - Solid interpersonal skills including the ability to form trusted relationships with and influence stakeholders and vendors
  - Ability to clearly convey complex technical information to stakeholders, colleagues, and different audiences e.g., communicating technical matters to business units, and communicating business needs to ICT teams.
  - Commercial project experience (e.g., systems integration; services delivery), including knowledge of the application of cost benefits analysis principles as part of project evaluations
  - Broad understanding of business environment – including process, competitive drivers, goals and commercial threats and risks, and a systemic view of long-term business and technology interdependency
  - Skilled in the effective resolution of complex issues and problems
  - Integrity and high personal and professional standards
  - Demonstrated ability to build and maintain relationships with key stakeholders, including strengths in influencing, conflict management, and negotiation
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