Job Description

Job title:	IT Architect (Governance and Risk)
Directorate:	IT Services
Job type	Full-Time, Permanent, Professional Services
Grade:	RHUL 8
Accountable to:	Enterprise Architect
Accountable for:	n/a

Purpose of the post

The IT Architect (Governance and Risk) is a key multi-faceted role in the Enterprise Architecture team within IT Services. IT provides critical professional services for the running of all IT at Royal Holloway: managing and optimising the infrastructure, running of the applications, managing commercial relationships and large contracts with software suppliers and integrating services into the corporate, learning, teaching and research environments of the University.

The IT Architect (Governance and Risk) will have a broad role primarily focusing on governance, standards and risk.

Standard Setting

Working with the Solutions and Technical Architects, along with the Technical Service Owners (TSO's) and the Cyber Operations Manager, you will be responsible for developing, maintaining and enforcing standards and patterns that make up the non-functional requirements and test them through a continuous improvement cycle with non-Project due diligence to ensure we have the correct standards. These due diligence outputs will be logged into our Architecture repository (BizzDesign).

Risk Management

The IT Architect (Governance and Risk) will be expected to pro-actively define solutions to mitigate risk to input into university governance processes.

The IT Architect (Governance and Risk) will also be responsible for ensuring that our technical debt / risk register reflects the latest Architectural and Technical risk in the department by working with the Technical and Solution Architects, the TSO's and the IT Senior Management team to ensure the risks are logged, mitigated, have a plan for remediation or acceptance and are reported with insights.

Governance

The IT Architect (Governance and Risk) will be responsible for ensuring that the Architecture Board operating model continually evolves and meets its terms of reference whilst ensuring the artefacts, inputs and outputs are logged and tracked to completion.

Solution Design

In addition to designing solutions to support mitigation of risk, the IT Architect (Governance and Risk) will also work with non-IT change leaders to define IT work packages for non-IT managed change.

Responsibilities

1. Lead the maintenance and evolution of Architecture Standards, Patterns and Guardrails ensuring they are relevant and required.

2. Own work items to ensure Architecture Standards are documented and reviewed with recommendations made.

3. Own the Architecture and Technical elements of the IT Risk Register, mitigating and delivering solutions to ensure compliance with Standards

4. Create briefs with TSO's to ensure risks are managed or removed, including high-level solution design

5. Report risks to relevant governance groups

6. Create Work Packages for non-IT managed change

7. Lead the governance elements of Architecture Board and manage its operating model ensuring inputs and outputs meet the terms of reference and exceptions are documented.

8. Update the Architecture repository (BizzDesign)

9. Contribute to identify new tools and approaches for pipeline work, in line with architectural principles and the IT platform strategy and according to the University roadmap.

Other duties

The duties listed above may be varied from time to time as dictated by the changing needs of the University. The post holder will also be expected to undertake additional duties as appropriate and as requested by their manager.

The post holder may be required to work at any of the locations at which the business of Royal Holloway is conducted.

Our Values

Advancing equity and inclusion is central to our identity as a University of Social Purpose, guided by our values of being Respectful, Innovative, Open, and Daring. We strive to build a fair and inclusive environment for all colleagues and students, where we challenge ourselves and others with integrity, and approach difference with understanding and kindness. Every member of our community is expected to treat others with dignity, work collaboratively across a wide range of backgrounds and perspectives, and contribute to a place where everyone can participate fully and feel valued.

Person Specification

Job Title: IT Architect (Governance and Risk) **Department: IT Services**

Criteria	Essential	Desirable
Knowledge, Education, Qualifications and Training		
Architecture qualification OR equivalent experience for the role	X	
Experience of operating with TOGAF or TOGAF certified		X
Skills and Abilities		
Ability to think and plan strategically.	X	
Strong analytical skills, the ability to gather requirements and provide analysis in-relation into Technical Design	X	
Proven ability to use creative problem-solving techniques, identify and implement administrative improvements, and innovate and develop processes and policies to improve efficiency and customer satisfaction.	X	
Proven ability to respond effectively to changing requirements.	X	
Experience		
Recent experience as an Architect or Technical Risk Analyst, or deep experience across Infrastructure, Application, Data and/or Business Architecture domains	X	
Commercially astute and experience of creating proposals and statement of works for 3rd parties for IT change	X	
Demonstratable experience of non-Functional requirement design and assessment	X	
Experience of working with Risk frameworks and demonstratable experience of managing risk across functional areas	X	
Experience of Architecture Boards or equivalent and continuous process improvement to evolve their effectiveness		X