

## JOB DESCRIPTION & PERSON SPECIFICATION

**Director Area:** Resources

**Job Ref Number:** 04095

**Service Area:** IT

**Grade:** G13

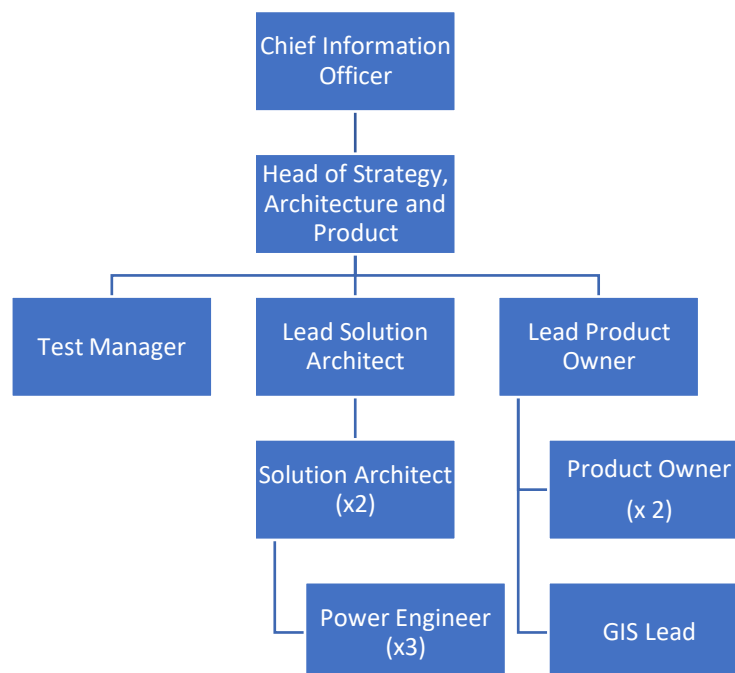
**Job Title:** Lead Solution Architect

### PURPOSE OF JOB:

The Lead Solution Architect is responsible for leading a team of solution architects while ensuring the effective delivery of their own portfolio of solutions. They will be accountable for defining, developing, and maintaining the overall solution architecture, ensuring that IT solutions align with the council's strategic objectives, business goals, and technical standards. The role plays a critical part in shaping the council's digital transformation by ensuring that technology investments support operational efficiencies, scalability, and future growth.

The postholder will work closely with stakeholders, product owners, development teams, and external suppliers to ensure that architectural designs are robust, secure, and compliant with industry standards. They will take ownership of technical and integration standards, ensuring consistency across IT systems. Additionally, the Lead Solution Architect will support the adoption of key technologies such as Microsoft Fabric, Microsoft Power Platform, and ESRI ArcGIS while ensuring governance and compliance with the Government Digital and Data Profession (GDAD) framework.

### TEAM STRUCTURE:



### MAIN DUTIES:

- |   |   |
|---|---|
| 1 | Solution Architecture Development <ul style="list-style-type: none"> <li>Define and maintain the council's solution architecture framework in line with strategic outcomes</li> </ul> |
|---|---|

	<ul style="list-style-type: none"> <li>• Ensure all IT solutions align with business objectives and technical standards.</li> <li>• Develop architectural roadmaps to guide digital transformation initiatives.</li> </ul>
2	<p>Solution Design and Implementation</p> <ul style="list-style-type: none"> <li>• Translate business requirements into effective and scalable architectural solutions.</li> <li>• Ensure that all IT solutions integrate seamlessly with existing systems.</li> <li>• Support the design and implementation of Microsoft Fabric and Power Platform solutions.</li> </ul>
3	<p>Stakeholder Engagement and Collaboration</p> <ul style="list-style-type: none"> <li>• Work closely with product owners, testers, development teams, and business stakeholders.</li> <li>• Facilitate architectural discussions to ensure alignment between business needs and technical solutions.</li> <li>• Provide expert guidance on architectural best practices and industry trends.</li> </ul>
4	<p>Supplier and Vendor Management</p> <ul style="list-style-type: none"> <li>• Ensure that third-party solutions meet council needs and integration standards.</li> <li>• Conduct technical assessments of supplier-proposed solutions.</li> <li>• Work with vendors to ensure continuous improvement in solution delivery.</li> </ul>
5	<p>Technical Assurance and Governance</p> <ul style="list-style-type: none"> <li>• Provide assurance across supplier technical solutions.</li> <li>• Ensure compliance with security, data governance, and regulatory requirements.</li> <li>• Conduct regular architectural reviews to validate compliance with council policies.</li> </ul>
6	<p>Scalability, Security, and Performance Optimisation</p> <ul style="list-style-type: none"> <li>• Ensure that IT solutions are scalable and future-proof.</li> <li>• Implement best practices in security, resilience, and performance optimisation.</li> <li>• Monitor system performance and recommend improvements where necessary.</li> </ul>
7	<p>Integration and Data Architecture</p> <ul style="list-style-type: none"> <li>• Develop integration standards and patterns for system interoperability.</li> <li>• Ensure effective data management, including governance and security policies.</li> <li>• Support the adoption of Microsoft Power Platform and Fabric for seamless integration.</li> </ul>
8	<p>Technology Innovation and Best Practices</p> <ul style="list-style-type: none"> <li>• Stay up to date with emerging technologies and industry trends.</li> <li>• Assess new technologies for potential adoption within the council.</li> <li>• Lead knowledge-sharing sessions to upskill internal teams on best practices.</li> </ul>
9	<p>Compliance with Government Digital and Data Framework</p> <ul style="list-style-type: none"> <li>• Ensure IT solutions align with the GDAD framework.</li> <li>• Implement governance and risk management practices.</li> <li>• Ensure adherence to accessibility, security, and regulatory guidelines.</li> </ul>
10	<p>Cloud and Infrastructure Strategy</p> <ul style="list-style-type: none"> <li>• Support cloud migration strategies and hybrid IT models.</li> <li>• Ensure cloud-based solutions align with security and performance best practices.</li> <li>• Work with IT teams to optimise cloud resource usage and costs.</li> </ul>
11	<p>Cyber security and Risk Management</p> <ul style="list-style-type: none"> <li>• Ensure all solutions incorporate security-by-design principles.</li> <li>• Collaborate with cybersecurity teams to mitigate IT risks.</li> <li>• Monitor and respond to emerging security threats in IT architecture.</li> </ul>
12	<p>Mentorship and Capability Building</p> <ul style="list-style-type: none"> <li>• Mentor and support other architects and technical teams.</li> <li>• Foster a culture of innovation, collaboration, and continuous learning.</li> <li>• Develop architectural frameworks that enhance organisational capabilities.</li> </ul>

## PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Proven experience in enterprise architecture and solution design.	A, I	X	
Strong knowledge of Microsoft Fabric, Power Platform, and cloud technologies.	A, I, P	X	
Expertise in designing scalable, secure, and high-performing IT solutions.	A		X
Experience working within TOGAF and /or other enterprise architecture frameworks.	A		X
Ability to manage and assure supplier-led technical solutions.	A, I, P	X	
Strong understanding of integration strategies, data management, and interoperability.	A, I, P	X	
Experience in compliance with IT governance, risk management, and the GDAD framework	A	X	
Experience working within Agile project teams, including the writing and sizing of technical stories and tasks.	A, I	x	
Excellent stakeholder management and communication skills.	A, I	X	
Knowledge of cyber security principles and best practices.	A		X
Demonstrated ability to drive technology innovation and best practices.	A, I, P	X	
Demonstrated experience of team leadership and management	A		x

\*A = Application form      T = Test/Assessment      I = Interview      P = Presentation

## GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

**Other Duties** - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

**Safeguarding** -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.