BIRMINGHAM CHILDREN'S TRUST

Job Description

Head of Digital Strategy and Architecture

Job Details	
Grade	GR 7
Job Evaluation Number	A2007
Number of Posts	1
Department	Digital and Enabling Services
Reporting to	Assistant Director Digital and Enabling Services

Who Are We?

We are Birmingham Children's Trust.

'Working Together to make Birmingham the greatest city to grow up in.'

The sole purpose of Birmingham Children's Trust is to make a positive difference for children, young people and families in the city, by driving up the quality of practice and partnerships across the city and its services.

Every employee from Family Support and Social Workers to Finance and Legal, work together to make a positive difference to children, young people and families. We are one team, and each have an important role to play in achieving the Trust's objectives.

Birmingham Children's Trust Leadership team comprises of six Executive Directors who are responsible for leading and managing the Trust to be an autonomous and high performing organisation.

Our Vision:

Our vision is to build a Trust that provides excellent social work and family support for and with the city's most vulnerable children, young people and families.

We will do this:

- with compassion and with care.
- through positive relationships, building on strengths.
- in collaboration with children, young people, families and partners.
- by listening, involving and including.

- in ways that are efficient and deliver value for money.

Success will mean significant progress towards these outcomes:

- healthy, happy, resilient children living in families.
- families able to make positive changes.
- children able to attend, learn and achieve at school.
- young people ready for and contributing to adult life.
- children and young people safe from harm.

Our Values



Portfolio Responsibilities
Leading the Trust's digital, data and AI strategy and building its intelligent-client capability. Deciding, designing and commissioning technology on the Trust's own terms. Acting as commissioner working closely with Head of ICT Operations who manages delivery. Being accountable for strategy, governance enterprise and solutions. Ensuring technology, data, systems and digital services improve outcomes for children, young people, families and staff.

Key Responsibilities
Owning of the design authority, the Trust's data and integration platform layer, and the Digital Doorway. Through which demand is triaged; programme management and change readiness, adoption risk, equality impact.
Leading the development, implementation and ongoing review of the Trust's digital, data and technology strategy. Ensuring alignment with the Trust's business plan, service priorities, national children's social care data and digital policy. Also the wider public sector digital standards.
Developing and managing a clear digital delivery roadmap that sequences priorities, investment and strategic projects. Maximising benefits for the Trust and the children it supports.

Acting as the accountable owner of the Trust's design authority. Leading on enterprise and solution architecture. Setting direction for target architecture, technology standards, integration approach, information architecture, design principles and the Trust's digital policy framework.
Providing assurance that systems and digital services are coherent, interoperable, secure, sustainable and designed to avoid duplication. Ensuring the avoidance of avoiding technical debt, improving practice, safeguarding children and families, user experience and value for money.
Owning the Trust's Digital Doorway and digital governance arrangements. Ensuring demand is triaged once, prioritised against the needs of children and families. Ensuring digital decisions are aligned to strategy, organisational outcomes, value for money, safeguarding and operational benefit.
Leading horizon scanning for emerging technology, automation, artificial intelligence and digital practice, working with information governance, data protection, cybersecurity and service leaders. Ensuring innovation is safe, ethical, proportionate and aligned to the Trust's safeguarding responsibilities
Owning the Trust's data platform layer (data engineering, integration, the governed data layer and data-quality framework). Ensuring information is captured once and reused safely, lawfully and consistently. Ensuring certified reporting by the Trust Insight and Intelligence Centre rests on trusted data.
Building excellent, customer focused working relationships with practice and corporate services. Ensuring digital strategy and architecture are informed by the needs of practitioners, managers, children, young people and families.
Exercising sourcing decisions (what the Trust owns and controls versus what it commissions). Commissioning product ownership of safeguarding-critical platforms through named product owners. Presenting at and representing the Trust in local, regional and national networks where this supports learning, collaboration and service improvement.
Providing visible leadership to the Digital Strategy and Architecture function. Embedding a partnering, customer-focused culture that enables social care managers to focus on supporting children and families. Ensuring service continuity, reducing dependence on key individuals.
Being accountable for the technology investment portfolio. Owning the technology and data risk register (maintained by the Security, Information Governance and Assurance function). Presenting business cases, benefits and risks to the Boards in plain English; and lead the business case for the target operating model.
Providing clear advice, communication and support across the Trust that develops digital skills and support change.
Being accountable for managing the services budgets, forecasting spend, allocating budget and applying for funding all in line with Trust Governance.
Performing within the LGA CDDaT framework Capability Profile the role must demonstrate. Strategic planning (Expert). Enterprise and business architecture (Expert). Solution architecture (Practitioner). Data management and data architecture (Practitioner). Investment appraisal (Practitioner). Portfolio management (Practitioner). Sourcing (Practitioner). Product management (Practitioner). AI governance

(Practitioner). Risk management (Working). Organisational change management (Practitioner).

Key Information	
Is Safeguarding Check needed?	DBS Standard
Will this position have Line Management Responsibility?	Yes
Post Title	**Number of Posts**
Architecture & innovation lead	1
Service/ Business Partners	3
Assistant Head of Service: Change, Adoption & Inclusion Lead	1

Person Specification

Essential Criteria		
Method of Assessment (M.O.A): Application Form; Work Based Exercise; Interview; Qualifications; Presentation		
Qualifications	AF/Q	Hold a degree level in a relevant field such as digital, data, technology, enterprise architecture, business change. Equivalent proven senior professional experience.
Qualifications	AF/Q	Have additional professional qualifications in digital leadership, architecture, programme delivery, data, information governance, service design or related disciplines.
Experience	AF/I	Have significant senior management experience of leading frontline, multidisciplinary teams. Developing talent, building capability and embedding a high-performance, customer-focused culture.
Experience	AF/I	Demonstrate substantial experience of developing and delivering digital roadmaps, investment priorities and governance arrangements. Able to

		demonstrate tangible benefits realisation and that technology activity support to organisational outcomes.
Experience	AF/I	Have extensive experience of leading and successfully delivering large scale Digital and IT transformation projects. Ensuring benefits are achieved, business continuity, data security, business change and skills development.
Experience	AF/I	Demonstrate significant experience of working with senior leaders, service managers, suppliers and partners. Translate business priorities into clear digital requirements, standards and delivery plans.
Experience	AF/I	Have extensive senior experience of leading digital, data, technology strategy or enterprise architecture. This could be in a complex public service, regulated or multi-stakeholder environment.
Experience	AF/I	Have extensive senior experience of budget management across full budget planning life cycle. Including for the long term (both revenue and capital).
Skills	AF/I	Have a significant track record of operating as an intelligent client: setting standards and leading sourcing decisions. Ability to hold suppliers or a shared-service provider to account, rather than running infrastructure.
Skills	AF/I	Show ability to manage competing demands ensuring organisation outcomes are prioritised and benefits maximised.
Skills	AF/I/P	Demonstrate excellent communication, influencing and stakeholder engagement skills. Ability to translate technical issues into plain English for senior leaders, practitioners and partners.
Skills	AF/I	Demonstrate excellent analytical, planning and problem-solving skills. Ability to use evidence, user needs, benefits, risks and value for money to shape priorities and decisions
Skills	AF/I	Show commitment to safeguarding, equality,

		diversity, inclusion, accessibility. Including user-centred design in the planning and delivery of digital services.

All staff understand that employment on this job description is in line with the current BCC; BCT and Acivico workforce contracts.
In line with your Birmingham workforce contract, it may be reasonable from time to time to request employees to undertake other duties commensurate with your role. These requests should be exceptional. If you find these are anything other than a 'time to time' request, then it will be necessary for the role to be re-evaluated (following NJC Gauge principles) to maintain the integrity of BCC's job evaluation scheme. For reference your contract of employment states: From time to time, you may be required to undertake other or additional duties as we may reasonably require.

At Birmingham Children's Trust, we are dedicated to safeguarding and promoting the welfare of children and young people. We expect our staff to create an environment and culture that promotes equality, diversity, and inclusion and advocate for anti-discriminatory practices and behaviours.