JOB DETAILS:

Job Title	Assistant Chief Architect (Integation) (National Data Resource
Pay Band	8c
Hours of Work and Nature of Contract	37.5 (WTE)
Division/Directorate	National Data Resource
Department	National Data Resource
Base	Flexible

ORGANISATIONAL ARRANGEMENTS:

Managerially Accountable to:	Chief Architect / Programme Director / Senior Responsible Officer
Reports to:	Chief Architect / Programme Director / Senior Responsible Officer
Professionally Responsible to:	Health Board / Trust Directors (ICT and Informatics), Chief Clinical Information Officers, Senior Transformation Leads, Senior Programme Leads

CONTEXT

NHS Wales is creating world-leading National Data Resource (NDR). The NDR is being developed to better enable health and care professionals to improve patient experience and service outcomes. The NDR aims to deliver a more joined up approach to health and care data, using common language and technical standards. It will improve the way data is collected, shared and used across health and care organisations in Wales and will drive forward the interoperability of health and care systems. The NDR will provide improved analytics capability and will enable better decision making for clinicians, operational managers, data scientists and other decision makers and users of data.

NHS Wales Informatics Service is currently working with Welsh Government, health boards, trusts and other stakeholders to deliver the ambitious programme. A delivery team is being established and this is an exciting opportunity to lead a truly transformative programme across Welsh health and care.

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Our values are:

- We **LEARN** from our colleagues through the sharing of knowledge and experience to continually improve our service
- We take **PERSONAL RESPONSIBILITY** for what we do, being honest with ourselves and others
- We **CARE** about the people we support and those we work with
- We **RESPECT** and treat everyone in the way that we would wish to be treated
- We act with **INTEGRITY** to build trust
- We are **PROUD** to be part of NHS Wales and our achievements

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Job Summary/Job Purpose:

The Assistant Chief Architect is the national technical lead for the NDR. As one of the most senior IT / informatics professionals in Wales, this role has responsibility for leading the enterprise technical design for the programme, which is a critical part of the Wales Digital Health and Care Strategy. You will provide specialist and professional advice to Executive Boards, the Programme Board and other senior leadership groups on all matters relating to the NDR design, policy and development. The Assistant Chief Architect has autonomy to lead, direct and manage the development of the national programme.

Many aspects of the job will require Home Countries liaison with peers in England, Scotland and Northern Ireland. The post holder will play a key role in devising and subsequently implementing change to meet new business requirements across the UK.

DUTIES/RESPONSIBILITIES:

- Be the recognised, senior trusted champion and advocate for transformation for the national programme.

- Develop the national strategy and target solution, engaging with senior stakeholders current work programmes and projects across Welsh health and care.

- Lead the detailed mapping and understanding of the transaction data requirements across all health and care organisations involved in the national programme.

- Lead the definition of integration configurations for deployment across health and care organisations in the national programme.

- Lead the quality assurance of technical designs and implementations ensuring compliance with national strategy and architecture.

- Develop new technology alternatives, test and evaluate feasibility.

- Conduct research to identify and validate emerging and proposed technologies.

- Leading a team of senior specialists to deliver a target solution state on schedule and budget.

- Lead the collection, reviewing and interpreting of detailed requirements and specifications.

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- Inputting the strategic direction of technology investments to assist in the development of the target solution.

- Extensive understanding of the practical implementation of the IG and data security requirements / legislation, in relation to handling data for analytical and interoperability purposes.

- Developing and testing technology solutions. This also includes reviewing and providing continuous improvement of the implemented solution to assess impact and benefit.

- Delivering and implementing solutions as expected and to agreed timeframes.

- Engaging with a wide range of clinical and executive stakeholders to support the design of the national solution.

- Ensure relevant projects within the programme are funded and resourced to deliver to agreed timescales and budgets.

- To establish and maintain effective working relationships within the broader informatics communities and teams across Welsh health and care.

- To assimilate, manage and communicate a wide range of information some of which will be complex and involve matters relating to individual staff or may be commercially confidential information.

- To maintain a current professional knowledge of IT and informatics and develop services to continually provide a high quality responsive service to the relevant stakeholders and partners and where relevant the public.

- To develop relevant IT and informatics policies and procedures to support the deployment of new or updated products and services, assuring full IG compliance.

- To significantly contribute to the wider leadership of the IT and informatics agenda, including policy development and the promotion of the job role and IT profession.

- To develop and present business cases for IT and informatics service improvements.

- To provide a professional, polite and courteous service to all service users and ensure the vision and values of the NHS are embedded within the team.

- To undertake regular travel throughout Wales to meet service requirements.

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PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	Educated to Master's Degree Level or equivalent experience Evidence of relevant further higher level education (post graduate) and/or training and/or CPD	Senior management qualification or equivalent	Application form and pre employment checks
Experience	Significant experience of working in a senior management position, reporting to Board or equivalent level Significant experience at a senior management level in an integration or similar technical environment Experience of working and engaging with senior clinical staff Extensive experience of working in transaction data and API development environment Expert knowledge and experience of designing and implementing integration and API functionality to deliver large, highly complex national IT programmes Extensive experience working in IT industry Experience of using relevant industry standard integration / API products and tools Proven track record of achieving complex targets and deadlines Leadership, coaching and		Application form and interview

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	management skills		
	Organisational development and change management skills		
	Strong strategic leadership and vision		
	Strategic planning and analytical skills		
	Strong negotiating skills and evidence of creating consensus in potentially hostile environments		
	Effective partnership working		
Aptitude and Abilities	Strong leader, motivator and communicator	Ability to speak Welsh	Interview
	Ability to adapt to changing strategic forces and direction		
	Ability to work autonomously		
	Excellent communication and interpersonal skills when dealing with highly technical and highly complex information to a wide range of stakeholders across organisational boundaries		
	Confident in dealing with and resolving scenarios where people's opinions may conflict		
	Demonstrably managed and motivated successful technical teams		
	Ability to quickly understand and apply new technologies		
	Ability to develop and maintain effective working relationships across multi-functional teams, in particular how to engage		

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	with users (technical and non-technical) in defining requirements and implementing solutions		
	Sound judgement and decision making involving highly complex facts or situations		
	Excellent technical and organisational skills. Able to manage complex workloads, multi-task in complex and sensitive environments		
	Ability to manage conflict resolution		
	Resilient and flexible		
	Creative approach to problem solving		
	Enthusiastic		
	Pro-active and achievement orientated		
	Team orientated with an inclusive style		
Values			Application Form Interview References
Other	Ability to travel across sites within Wales. Able to work flexibly.		Application form and interview

GENERAL REQUIREMENTS

Include those relevant to the post requirements

Values: All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.

Registered Health Professional: All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.

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Healthcare Support Workers: Healthcare Support Workers make a valuable and important contribution to the delivery of high quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.

Competence: At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.

Learning and Development: All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.

Performance Appraisal: We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.

Health & Safety: All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.

Risk Management: It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

Welsh Language: All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public.

Information Governance: The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.

Data Protection Legislation: The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the current Data Protection legislation and

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Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation (Data Protection) and the HB/Trust Disciplinary Policy.

Quality: NHS Wales Informatics Service is committed to delivering the highest quality IT systems and services to the NHS in Wales. Our aim is to be recognised by our customers as a centre of expertise and innovation in the provision and operations of specialist IT, Information and Support Services. The post holder is responsible for supporting this aim by working to, and continually improving, the organisation's Integrated Management System Quality Standard that aligns professional and IT best practice.

Records Management: As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.

Equality and Human Rights: The Public Sector Equality Duty in Wales places a positive duty on the HB to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB is committed to ensuring that no job applicant or employee receives less favour-able treatment of any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.

Dignity at Work: The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report and form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.

DBS Disclosure Check:
The post holder does not require a DBS Disclosure Check. *Delete as appropriate.

Safeguarding Children and Vulnerable Adults: The organisation is committed to safeguarding children and vulnerable adults. All staff must therefore attend Safeguarding Children training and be aware of their responsibility under the Adult Protection Policy.

Infection Control: The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated

infections. This responsibility includes being aware of the content of and consistently observing Health Board Infection Prevention & Control Policies and Procedures.

No Smoking: To give all patients, visitors and staff the best chance to be healthy, all Health Board sites, including buildings and grounds, are smoke free.

Flexibility Statement: The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

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Organisational Chart

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                    │ Chief Architect │
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                    ┌────────┴────────┐
                    │ Assistant Chief │
                    │    Architect    │
                    └────────┬────────┘
              ┌──────────────┴──────────────┐
      ┌───────┴───────┐            ┌─────────┴────────┐
      │  Senior NDR   │            │  Senior Product  │
      │  Technicians  │            │   Specialists    │
      └───────────────┘            └─────────┬────────┘
                                   ┌──────────┴────────┐
                                   │  Principal Data   │
                                   │    Engineers      │
                                   └─────────┬─────────┘
                           ┌─────────────────┴──────────────┐
                   ┌───────┴───────┐              ┌──────────┴─────┐
                   │  Senior Data  │              │ Data Engineers │
                   │   Engineers   │              │                │
                   └───────────────┘              └────────────────┘
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