Job Description – Director of Enterprise Architecture

Company: Blueberry Systems, LLC
Location: Greenwood Village, CO
Job title: Director of Enterprise Architecture
Department: Information Technology
Reports to: VP of Technology
Consults with: Works closely with management, developers, project management, quality assurance, development, implementation, sales, business operations, and customer service teams
Type of Employment: Full Time
FLSA Status: Exempt (Fair Labor Standards Act)
Travel Requirements: Occasional, minimal

Position Summary:
The Director of Enterprise Architecture is the transformational resource that translates business vision and strategy into effective enterprise change by creating, communicating, and refining the key insights (requirements, principles, models) that describe Blueberry’s future state and enable evolution and transformation. The goals of the Enterprise Architect are to improve the organizational efficiency, effectiveness, and agility by delivering business-aligned future states and roadmaps to achieve that vision to leadership.

Outcomes:
Job Description by Responsibility

- Inform and advise business sponsors and their staff on strategic and operational opportunities for improvement and develop roadmaps that illustrate feasible approaches to achieve them.
- Ensure that architecturally relevant issues are aired, the Blueberry ecosystem of customers, partners, and employees are considered and that decisions are made and documented among business and IT stakeholders.
- Create and collect architectural descriptions for the elements of enterprise strategy, operations, systems, and information.
- Provide architectural insight for enterprise and IT-level strategy formation.
- Execute and improve a light-weight architectural governance model to ensure that architecturally impactful decisions are kept during the course of project implementation. Create and maintain artifacts describing business goals & KPIs, balanced scorecards, strategy on a page (SOAP).
- Provide clear vision for strategic requirements that span Blueberry, providing models of future state, with roadmaps that steer the implementation of change initiatives.
- Be accountable for collection of Architectural Description (AD) of enterprise elements (AD of strategy, AD of information, AD of systems, AD of processes, etc.).
- Be accountable for ensuring that architecturally relevant (long term) decisions are made, documented, signed off, and then, by governance, kept.
- Be responsible for the management of IT standards and for creating and driving cross-process governance bodies outside scope.
- Be accountable to produce consumable insight based on the architectural data collected and illustrating the level of alignment of technology strategy and business strategy.
- Be accountable for management of future state enterprise-level roadmaps (multi-year).
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Key Responsibilities:
Leadership and Results
- Embody the company’s philosophy document – its purpose statement and core convictions.
- Drive results toward Compelling Ambitions, stated Strategic and Tactical Plans.
- Initiate, develop, and support the business planning process of the company.
- Deliver the highest quality service through performance and results.

Specific Work Behaviors
- Provide technical leadership, guidance, and support in the deployment of complex applications in global distributed computing environments.
- Ensure overall solution-level integrity of applications.
- Accept business-related and strategic planning responsibilities.
- Collaborate with architects across the enterprise to identify strategic opportunities and in the rationalization of cross segment dependencies.
- Communicate and collaborate with top level executives and IT engineering and operations teams.
- Influence segment-specific roadmaps and program strategies in alignment with enterprise initiatives.
- Develop and maintain global technology roadmaps and application evolution plans.
- Contribute to the development of Blueberry’s enterprise architecture.
- Lead the identification and analysis of enterprise business drivers and requirements that drive the future state architecture.
- Facilitate the governance and use of enterprise architecture principles, guidance and reference architectures.

Skills and Qualifications: (mandatory)
- Education and Experience: Degree in Computer Science or related field or equivalent work experience.
- Supervisory Experience: Minimum 3 years
- Technical Proficiencies:
  - Architectural lifecycle development methodologies
  - Data and information architecture
  - Software solution architecture
  - Business process modeling
  - Enterprise information management
  - Portfolio rationalization
  - IT strategic planning and business alignment
  - Portfolio management
- Business skills:
  - Ingenuity
  - Resourcefulness
  - Presentation skills
  - Thought leadership
  - Interpersonal skills
  - Team player attitude
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- Problem solving
  - Communications Skills: Ability to communicate effectively in verbal and written form with internal teams, with executive management, and with customers.
  - Other Competencies or Skills: Ability to meet deadlines, work within and across teams, and with external customers and vendors
  - Travel Requirements: Occasional, minimal
  - Off hours Availability: May require occasional extended hours on evenings or weekends in support of project deadlines, product deployments, customer launch schedules, etc.

Skills Preferences: (helpful but not strictly required)
- Mortgage industry experience

Pre-hire Requirements
- Must be willing to submit to background checks including identity, criminal background, personal references, education and employment verifications, drug test.