Dragon1
Architecture Foundation

Job Description Enterprise Architect

1. General Data

Organization   : [Name organization]

Job Name   : Enterprise Architect

Version   : 2.3f

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a. Position within the organization

The Enterprise Architect reports to the owner of the enterprise architecture, often the CIO, CFO or the manager of the architecture team. Functionally and hierarchically the Enterprise Architect reports to a previously appointed mandated owner/client within the organization for which the Enterprise Architect is carrying out an architecture design assignment for an enterprise system structure. The mandated client/owner of an architecture design assignment is usually a board member, director or general manager.

b. Organization Chart

The architecture team is a staff department/function of the Executive Board. The Enterprise Architect reports to the manager of the architecture team. The architecture team reports to the CIO or CFO. The Enterprise Architect precedes business and ICT management because of the position of the architecture team in the organization.

2. Primary Duties

The Enterprise Architect mainly creates architecture designs (at conceptual and logical level) of large and complex systems in the enterprise with the aim to make the systems sustainable and future-proof after they have been realized and to provide risk management and risk controls to programs and projects carrying out enterprise transformation and realizing large and complex systems. Examples of architecture designs are: a chain of enterprises, company, companies, businesses, business units, business functions, business processes, business services, information systems and IT-Infrastructures.

The Enterprise Architect focuses himself on providing infrastructures and facilities for users in spaces and at locations of the enterprise. The Enterprise Architect is responsible for the visualization and analysis of complex issues in their cohesion with different stakeholder perspectives and is responsible for keeping the enterprise architectures up to date. For this, the Enterprise Architect looks fundamentally into the various business questions in organizations. The Enterprise Architect has knowledge of and understanding in the specific business processes and the corporate strategy of the organization. He also has extensive knowledge of enterprise chains, innovative business models, business cases, information technology, digitalization, automation, BPM, SOA and innovations infrastructures.

The Enterprise Architect has the following specializations: reference architectures in the industry in which the company is part of it, different kinds of concepts and principles relating to the companies, visualization of ideas, concepts and principles. The Enterprise Architect is a generalist at a strategic level and can concretize ideas and vision into realistic designs of entire companies or large parts thereof.

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3. Result / Performance areas and main activities

a. Enterprise Architect and [Name organization]

Works mostly on a strategic level, sometimes at the tactical level, independently or in a team, shares own experiences and ideas. The Enterprise Architect also values the importance highly of project evaluations to learn from it for himself and for his clients.

Works with own enterprise architecture tools in the organization and/or with enterprise architecture tools of clients and takes into account how the owner/client and stakeholder react on it. Examines the extent to which the particular architecture tool solves the issues where the tool is initially purchased for.

Shares knowledge and experience with fellow architects of [name of organization] and builds a network. For this purpose, the Enterprise Architect provides his knowledge and experience of the field to the knowledge network of [name of organization] and contributes to the by [name of organization] organized activities.

Develops continually knowledge and skills that are important for an adequate job performance and job development. To this end, the Enterprise Architect with his manager draft an individual development plan. The Enterprise Architect carries it out and participates by [name of organization] organized relevant training and education.

b. Enterprise Architect and the Owner/Client

Is able to design, analyze, visualize and communicate complex issues in conjunction. The Enterprise Architect is able to communicate with, interview and inspire stakeholders like future users with ideas and exemplary solutions. He acts as a broker or developer to get the specified requirements.

Is able to develop various strategic scenarios and to submit proposals to the board and management.

Creates and maintains domain architectures such as: enterprise, governance, business, information, application and technical architecture designs and project starts architectures (PSA). The Enterprise Architect uses architecture and design as a bridge between vision and strategy, to policy and development. Communicates about these architectures and their implications to clients and other stakeholders.

Gives architecture advice on strategic, tactical and operational levels to different stakeholders at all levels of the organization. He attributes to the strategic plan. Keeps the enterprise-wide architecture criteria, principles, policies and standards up to date.

Analyzes in projects the selected solutions regarding information facilities and he assesses compliance with the architectural guidelines. Recommends solution changes to have projects work compliant to the architecture designs.

Is able to reconcile conflicting demands and conflicting functions in a design with ingenious technical solutions. This makes the Enterprise Architect a creative and conceptual designer. Communicates with

clients, steering and managers, but does not work in projects himself. Contributes actively to the changes necessary for the further professionalization and the increase in quality of the architecture function in the company.

Is responsible for keeping track of trends and developments in the world. Is often the lead architect in large complex programs and projects.
Some specific tasks of the Enterprise Architect are: Creating and helping to use the professional architecture products, giving workshops, providing remote project management and reviewing plans, projects, designs and architectures.

c. Enterprise Architect and Professional Products

Some important professional products that are created by the Enterprise Architect are:

Architecture notes and – memos, architecture annual plan, enterprise architecture framework, enterprise meta model, enterprise architecture roadmap, enterprise architecture blueprint, enterprise architecture structure vision, enterprise architecture vision, enterprise architecture domains model, enterprise architecture functions model, enterprise architecture technical model, total concepts, distribution-chain models, architectures, architecture designs, reference architectures, functional specifications, cost estimates, stakeholder analysis, master plan, user requirements, program of requirements, scenario analysis, impact analysis, risk assessments, views of models from different viewpoints and architecture visualizations.

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4. Evaluation criteria (evaluation of the performance of the architect)

- The extent to which the goals, deadlines and results have been achieved, as defined by the client and / or project description.

- The degree of satisfaction of the client, whether the Enterprise Architect met the expectations of the client, specified in the evaluation of the assignment.

- The degree of satisfaction of the employees of the department(s) of the client, measured in the evaluation by the client.

- Degree of transfer and assurance of achievements to the successor of the Enterprise Architect at the client.

- The extent to which relevant knowledge from a particular assignment is secured in the knowledge network of [name of organization].

- The extent to which a contribution is made to network and job development of [name of organization] at the client.

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5. Work Contacts

a. Contacts at [name organization]

Manager, fellow architects, other colleagues.

b. Contacts at Client

Internal:
CIO, manager architecture, business, information and technical architects, process designers, information managers, project managers for process-oriented innovations, other IT functions, IT auditors.

External:
The main external contacts are: the Enterprise Architect can act as a representative of the client to steering groups, management and suppliers / engineers.

6. Decision Responsibilities

The decision responsibilities varies per assignment. It depends on the type of assignment, the position of the Enterprise Architect and the organization in which the Enterprise Architect is working. The decision space should be documented in the assignment.

7. Knowledge, experience and competence profile

a. Basic Qualifications:

Academically skilled. Additional training in technical, organizational and business disciplines.

b. Preferred Qualifications:

Knowledge of and working experience in the development and implementation of architectural methods and techniques such as Dragon1, TOGAF, ArchiMate and Service Oriented Architecture (SOA). Information Technology products and technologies, Front-end and front-office applications. (E-commerce and portals).

The Enterprise Architect has deep knowledge of creating and working with enterprise architectures and reference architectures and has a medior knowledge of creating and working with domain architectures, business architectures, information architectures, technical architectures and solution architectures for the type of company he works.

c. Experience:

The minimum working experience is 7 years as an architect at senior level as BA, IA or TA, and more than 10 years of working experience in different business and IT functions.

d. Competence Profile:

Competence	Level
1. Collaborate	3
2. Vision	4
3. Strategic thinking	4
4. Analytical thinking	3

5. Organization sensitivity	3
6. Creativity	4
7. Entrepreneurship	3