CLASS TITLE: ENTERPRISE ARCHITECT

CHARACTERISTICS OF THE CLASS

Under supervision, the class supports the development of a holistic technology strategy and processes ensuring alignment of technology solutions and systems architecture with the City's strategic objectives; and performs related duties as required

This class is assigned to the City's Architect Information Technology Job Family which consists of architects that develop technology strategy and vision, create technology roadmaps, and select specific technologies, provide conceptual designs of the technology environment, and create high-level solution designs.

ESSENTIAL DUTIES

- Leads, prioritizes, develops, and integrates the overall enterprise architecture (EA) discipline for the enterprise
- Leads enterprise responses to changes and disruption by identifying and analyzing the execution of changes toward desired business visions and outcomes
- Coordinates discussions relative to proactively defining future architecture strategy and direction
- Supports digital transformation by supporting the implementation of the digital strategy
- Develops architectural capabilities and sensibilities among other staff
- Coordinates analysis, design, and development of roadmaps and implementation plans based upon a current vs. future state in a cohesive architecture viewpoint
- Develops enterprise-wide architecture best practices, policies, standards, guidelines, and processes
- Consults with infrastructure, project, and product teams to ensure consistency with the enterprise architecture, as well as to identify when it is necessary to modify the enterprise architecture
- Develops easy decision-making model aligned with system and solution architecture for agile teams to leverage
- Leads, prioritizes, develops, and integrates the overall EA discipline for the enterprise, as well as with business and IT leaders
- Establishes and leads governance processes and manages exceptions to architectural standards
- Ensures technology compatibility with existing solutions, infrastructure, services, and strategic direction; and oversees architectural reviews of new designs
- Collaborate with portfolio managers to provide a high-level, all-inclusive vision of enterprise solutions and development initiatives
- Participates in the strategy for building and maintaining the architectural runway
- Understands and communicates key business objectives and drivers for architecture to system architects and other relevant stakeholders
- Identifies organizational requirements for the resources, structures, and cultural changes necessary to support agility and adaptability

- Helps the enterprise find the right balance between enterprise risk and agility. Communicates key EA positions to business and IT leaders to get buy-in and mandate.

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Graduation from an accredited college or university with a Bachelor's Degree in Business Administration, Computer Science, Computer Engineering, Electrical Engineering, System Analysis or a directly related field plus four (4) years of experience in any of the following: business experience in strategic and operations planning and/or business analysis; business, information, solution or technical architecture; application development; middleware, information analysis; database management or operations in a multitier environment; or an equivalent combination of education, training, and experience.

Licensure, Certification, or Other Qualifications

- None

WORKING CONDITIONS

- General office environment

EQUIPMENT

- Standard office equipment (e.g., phone, printer, copier, computers, mobile devices)
- Standard productivity suites (e.g., Microsoft Office Suite, OpenOffice, Google Workspace)

PHYSICAL REQUIREMENTS

- No specific requirements

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Considerable knowledge of:

- *business models, operating models, financial models, cost-benefit analysis, budgeting and risk management
- *business ecosystems, software as a service (SaaS), infrastructure as a service (IaaS), platform as a service (PaaS), SOA, APIs, open data, microservices, event-driven IT and predictive analytics
- *all components of holistic enterprise architecture and business engineering principles and processes
- balancing the long-term ("big picture") and short-term implications of individual decisions
- balancing time between foundational EA (Mode 1: ensures efficiency and predictability) and vanguard EA efforts (Mode 2: concerned with speed, agility, and flexibility to achieve a unified and flexible EA that meets the organization's needs)

Moderate knowledge of:

- *exposure and understanding of existing, new and emerging technologies, and processing environments

- *understand and speak the language of the business
- *comprehending the functions and capabilities of new technologies

Knowledge of applicable City and department policies, procedures, rules, and regulations

Skills

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- COMPLEX PROBLEM SOLVING - Identify complex problems and review related information to develop and evaluate options and implement solutions
- TIME MANAGEMENT - Manage one's own time or the time of others
- COORDINATION WITH OTHERS - Adjust actions in relation to others' actions
- JUDGEMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one
- SYSTEMS ANALYSIS - Determine how a system should work and how changes in conditions, operations, and the environment will affect outcomes

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- CONCENTRATE - Concentrate on a task over a period of time without being distracted
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- COME UP WITH IDEAS - Come up with a number of ideas about a topic
- MAKE SENSE OF INFORMATION - Quickly make sense of, combine, and organize information into meaningful patterns
- REACH CONCLUSIONS - Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)

Additional Competency Requirements

- COMMUNICATION FOR RESULTS – Writes, speaks and presents effectively. Explains the immediate context of the situation, asks questions with follow-ups and solicits advice prior to taking action. Develops presentations to influence others by using graphics, visuals or slides that display information clearly. Listens and asks questions to understand other people's viewpoints.

- GROWTH MINDSET – Takes ownership of personal growth. Identifies knowledge gaps. Asks questions of subject matter experts and seeks help when needed. Keeps abreast of information, developments and best practices within a field of expertise (e.g., by reading, interacting with others or attending learning events).

- INITIATIVE – Volunteers to undertake tasks that stretch his or her capability. Identifies who can provide support and procures their input. Identifies problems and acts to prevent and solve them.

- OWNERSHIP AND COMMITMENT – Volunteers to undertake tasks that stretch his or her capability. Checks the scope of responsibilities of self and others. Monitors day-to-day performance and takes corrective action when needed to ensure desired performance is achieved. Identifies problems and acts to prevent and solve them. Identifies who can provide support and procures their input.

- BUILDING RELATIONSHIPS – Establishes and maintains networks and alliances that extend within, across and external to organizational boundaries. Shares information and readily determines whom to go to for relevant information. Partners with others to achieve expectations.

- FOUNDATION ARCHITECTURE KNOWLEDGE – Provides guidance on the standards and guidelines to members of the development community. Consults with development project teams in the design of the fundamental hardware and software that provides the infrastructure on which business applications are developed and run. Applies architecture principles. Applies the evaluation criteria used for the selection of hardware, software and tools.

- CONSULTING – Conducts investigations and interprets issues within operational and professional contexts. Provides guidance and counsel. Suggests caution, as appropriate, regarding areas impacted by matters of policy interpretation and implementation of operational improvement. Conducts discussions that share information and trigger solutions and improvements.

- DECISION MAKING – Evaluates situations objectively. Gathers data to support recommendations and seeks approval for taking action that will set precedent while minimizing potential risk. Appropriately solicits the input of those who will be affected by the decision.

- DESIGN THINKING – Possesses the ability to undertake an analytic, creative and iterative process that leads to desired outcomes. Establishes a structural framework by which to analyze and define problems. Demonstrates the ability to flexibly use different problem-solving strategies and select the one that best meets the requirements of the situation.

- OUTCOME DRIVEN – Sets challenging goals for his/her area of responsibility in relation to business opportunities. Measures the risks involved while taking a course of action. Engages in action at the right time and to achieve results.

- SERVICE PROVIDER ASSESSMENT AND EVALUATION – Leads the evaluation and selection process for external service providers. Researches and analyzes industry standards and trends for service providers and their products. Evaluates business requirements against service provider/product options. Understands and articulates the impact on business results as services and products emerge in the industry. Reviews performance trends for ongoing service/product improvements. Solicits business feedback on how solutions met business needs and recommends appropriate action, if required.

- STRATEGIC THINKING – Creates, explores and implements a strategy for supporting current business needs. Tracks and reviews trend data. Creates components for potential scenarios. Compares and contrasts ways of achieving a prescribed strategy.

Other competencies as required for successful performance in the lower-level series.

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
March 2023