



## Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

**Job title: Data Architect**

**Department/Division: Data and Technology Services**  
**Accountable to: Assistant Director of Strategy and Architecture**

Competency	Criteria	E/D
Knowledge and Experience	<ul style="list-style-type: none"><li>• Demonstrable experience working as a data architect.</li></ul>	E
	<ul style="list-style-type: none"><li>• Excellent knowledge of the processes, methods and tools needed to architect data in a large (e.g. over 1,000 people) organisation.</li></ul>	E
	<ul style="list-style-type: none"><li>• Excellent skills in a variety of data modelling techniques and representations.</li></ul>	E
	<ul style="list-style-type: none"><li>• Experience in creating a data architecture function.</li></ul>	D
	<ul style="list-style-type: none"><li>• Understands industry recognised data modelling patterns and standards.</li></ul>	E
	<ul style="list-style-type: none"><li>• Works with business and technology stakeholders from across the School to translate business problems into data designs and to develop and implement data standards.</li></ul>	E
	<ul style="list-style-type: none"><li>• Able to reverse engineer a data model from a live system.</li></ul>	D
	<ul style="list-style-type: none"><li>• Understands data governance and how it works in relation to other organisational governance structures.</li></ul>	E
	<ul style="list-style-type: none"><li>• Familiar with using and writing architecture standards and principles</li></ul>	D
	<ul style="list-style-type: none"><li>• Worked with individual projects to advise them on data analysis and management</li></ul>	D



<b>Communications</b>	<ul style="list-style-type: none"> <li>• Expert communication and engagement skills, including the ability to provide written and verbal communications to a wide range of technical and non-technical stakeholders.</li> <li>• Implements and manages clear communication channels for the management of data across the department and the School.</li> <li>• Demonstrate expertise in proactive messaging and communication.</li> <li>• Communicates the business benefit of data standards, championing and governing them across the organisation.</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p>
<b>Teamwork &amp; Motivation</b>	<ul style="list-style-type: none"> <li>• Influences colleagues across Data and Technology Services, as well as outside of the department.</li> <li>• Experience of managing individuals on an informal basis and co-ordinating small teams.</li> <li>• Recognises, respects and rewards the contribution and achievements of others, valuing difference.</li> <li>• Demonstrates enthusiasm and energy for work and encourages others to do the same.</li> <li>• Act as a role model for the architecture team.</li> </ul>	<p>E</p> <p>D</p> <p>E</p> <p>E</p> <p>E</p>
<b>Planning &amp; Organising</b>	<ul style="list-style-type: none"> <li>• Experience of producing plans for a work programme.</li> <li>• Translates data strategies into plans and leads on implementation.</li> <li>• Highly flexible with a strong commitment to changing demands and priorities.</li> <li>• Thinks strategically in terms of the application of data modelling and architecture within the LSE.</li> </ul>	<p>D</p> <p>D</p> <p>E</p> <p>E</p>
<b>Liaison &amp; Networking</b>	<ul style="list-style-type: none"> <li>• Experience of presenting complex matters relating to data to a range of audiences: senior and junior, technical and non-technical.</li> <li>• Able to deliver workshops or training sessions to develop or share knowledge.</li> <li>• Experience of chairing meetings.</li> <li>• Builds and maintains strong relationships with colleagues, customers, suppliers and other higher education institutions</li> </ul>	<p>E</p> <p>D</p> <p>E</p> <p>E</p>
<b>Influencing</b>	<ul style="list-style-type: none"> <li>• Influences others on the strategic choices available to the LSE when it comes to technology and data.</li> <li>• Is empathetic and an active listener, positively seeking to understand the voice of the customer.</li> <li>• Acts as the recognised expert in data management and architecture within the school.</li> </ul>	<p>E</p> <p>D</p> <p>E</p>



<b>Initiative &amp; Problem Solving</b>	<ul style="list-style-type: none"> <li>• Reviews problems and identifies pragmatic and achievable solutions with minimal resources</li> <li>• Actively contributes to the strategy and change programmes in the Division.</li> <li>• Identifies priorities for the data architecture function to address. Works with key stakeholders to modify and maintain a clear view of priorities.</li> <li>• Works under broad direction and takes responsibility for completion of tasks on a day-to-day basis.</li> <li>• Responsible for meeting allocated technical and / or project / supervisory objectives.</li> <li>• Able to take a risk based approach when working with stakeholders across the School</li> </ul>	<p>E</p> <p>D</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p>
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Sets clear behavioural standards for team members and individual teams.</li> <li>• Experienced in ensuring a consistent and supportive work environment that is highly productive, whilst paying attention to wellbeing and staff morale.</li> </ul>	<p>D</p> <p>D</p>

**E – Essential: requirements without which the job could not be done.**

**D – Desirable: requirements that would enable the candidate to perform the job well.**