



JOB DESCRIPTION

Post Details:

Post Title:	Principal Architect	Organisational Element:	CTO A&E
		Job Family: Enterprise Architecting and Service Engineering	
Rank/Grade:	G20		
Military/Civilian:	Civilian	Location: The Hague, The Netherlands	

Organisation context:

This is a position within the NATO Communications and Information Agency (NCIA), an organization of the North Atlantic Treaty Organization (NATO).

To strengthen the Alliance through connecting its forces, the NCIA delivers secure, coherent, cost effective and interoperable communications and information systems in support of consultation, command & control and enabling intelligence, surveillance and reconnaissance capabilities, for NATO, where and when required. It includes IT support to the Alliances' business processes (to include provision of IT shared services) to the NATO HQ, the Command Structure and NATO Agencies.

Organisational Element Statement of Functions:

Chief Technology Office Architecting and Engineering: The Architecting and Engineering (A&E) Team facilitates effective, efficient, secure and coherent NATO C3 capabilities and ICT services across projects, programmes, portfolios and Federation of Enterprises independent of funding sources. The A&E team supports the Chief A&E as the Agency's single authority accountable for achieving technical coherence for requirements, engineering, architecture, roadmaps, service security engineering and service/system integration at the project, programme and portfolio level, including external enterprise federation.

The Principal Architect plays a crucial role in achieving the NATO Digital Backbone and Workplace (NDBB and NDW) capability that is an essential foundational part to achieve NATO Digital Transformation. By introducing new Network, Infrastructure, Platform and Digital Workplace based technologies the aim is to achieve the transition from the current "AS-IS" System/Network based architecture to a modern Cloud/Services and Data Centric Security based architecture. This will be done by delivering capability and enterprise level architectures, roadmaps, requirements, high level designs and coherency architecting through programme and project driven initiatives where the principal architect will play a lead technical role. The Principal Architect will play a key role in DEVSECOPS/Agile orientated delivery teams, that include multiple disciplines, focused on fast delivery of new functions and services to the NATO C4ISR users and customers.

Job role description:

The incumbent is responsible for envisioning, communicating, and evolving an organization’s enterprise architecture in the area of NATO Digital Workplace (NDW). He/she is responsible for the alignment of business and information and communication technology at the strategic level to ensure that NCIA can achieve its mission and goals. To achieve this, it’s necessary to describe the current and future state in a structured way, and based on a structured analysis recommend required changes to meet future needs and obligations.

For approved capability development and service change initiatives (in form of programmes, projects or

Duties and Responsibilities:

Strategic planning

- Develops, communicates, implements and reviews the processes which embed strategic management in the operational management of the organisation.
- Leads and manages the creation or review of a strategy that meets the requirements of the business.
- Sets policies, standards, and guidelines for how the organisation conducts strategy development and planning.

Enterprise and business architecture

- Develops enterprise-wide architecture and processes to embed the strategic application of change in the management of the organisation.
- Contributes to adopt and improve the NATO and NCIA CTO Architecting Methods and Tools.
- Leads the creation and review of a systems capability strategy that meets the strategic requirements of the business.
- Ensures the buy-in of all key stakeholders.
- Captures and prioritises market and environmental trends, business strategies and objectives, and identifies the business benefits of alternative strategies.
- Develops and presents business cases for approval, funding and prioritisation of high-level initiatives.
- Sets strategies, policies, standards and practices to ensure compliance between business strategies, technology strategies, and enterprise transformation activities.

Solution architecture

- Support the development of solution architectures in specific business, infrastructure or functional areas.
- Identifies and evaluates alternative architectures and the trade-offs in cost, performance and scalability.
- Supports documentation of solution architecture significant decisions.
- Provides technical guidance and governance on solution development and integration.
- Support and guides alignment of solutions architecture with enterprise architecture standards.
- Supports the production of specifications of cloud-based or on-premises components, tiers and interfaces, for

Emerging technology monitoring and adoption

- Plans and leads the identification and assessment of emerging technologies and the evaluation of potential impacts, threats and opportunities.
- Creates technology roadmaps that align organisational plans with emerging technology solutions.

- Engages with, and influences, relevant stakeholders to obtain organisational commitment to technology roadmaps.
- Develops organisational guidelines for monitoring emerging technologies.
- Collaborates with internal and external parties to facilitate intelligence gathering.

Specialist advice

- Provides organisational leadership and guidelines to promote the development and exploitation of specialist knowledge in the organisation.
- Maintains a network of recognised experts (inside and/or outside the organisation) who can deliver expert advice in relevant areas.
- Provides input into professional development planning across a significant part of the organisation to further the development of appropriate expertise.

Requirements definition and management

- Champions the importance and value of requirements management principles and selecting effective requirements management life cycle models.
- Develops organisational policies, standards, and guidelines for requirements definition and management.
- Plans and leads scoping, requirements definition and priority setting for complex, strategic programmes.
- Drives adoption of, and adherence to, policies and standards.
- Develops new methods and organisational capabilities for requirements management.

Stakeholder relationship management

- Leads the development of comprehensive stakeholder management strategies and plans.
- Builds long-term, strategic relationships with senior stakeholders (internal and external).
- Facilitates the engagement of stakeholders in support of the delivery of services and change projects.
- Acts as a single point of contact for senior stakeholders, facilitating relationships between them.
- Negotiates to ensure that stakeholders understand and agree on what will meet their needs, and that appropriate agreements are defined.
- Oversees monitoring of relationships including lessons learned and appropriate feedback.
- Leads actions to improve relations and open communications with and between stakeholders.

Additional duties for this post:

NATO Digital Workplace :

- Leads and manages Architecture Coherency across NDW Enterprise and Solution Architecting as the NATO Digital Workplace Segment Architect.
- Leads and Manages Solution Architecting in full coordination with NDW Service Engineering and Implementation Personnel to achieve NDW product and services.
- Guides and supports NDW Services Design and Change Management and acts as the NDW Technical Design Authority (TDA).
- Leads the development and coordination of NDW based technology and implementation roadmaps.
- Maintains the architecture knowledge based of the 5 major pillars of NDW services/technologies:

- End User Devices/Client Technologies
- Digital Workplace Foundation to include client Operating System and General Purpose NDW User Application Services
- Unified Communication and Collaboration Services
- Enterprise Portal and Social Networking Services
- Content and Information Management Services

Cyber Security:

- Provides, in collaboration with the Cyber Security Segment Architect and CIS Planning and Implementation Authority, advice and guidance on adoption and integration of cyber security methods and services and adherence to NATO Cyber Security standards and policies.
- Identifies risks that arise from potential technical solution architectures.
- Supports solution architecting of alternate solutions or countermeasures and ensures they mitigate identified risks.
- Supports Cyber Security Governance Processes with aim to accredit and secure Digital Workplace capabilities.
- Supports training, education and promotional initiatives to Digital Workplace based Communities to increase the level of Cyber Security Awareness and Adoption.

On Request of the CTO Management the Incumbent may be requested to lead teams undertake dedicated NATO Digital Workplace focused initiatives that include participation of other disciplines (either CTO based or in cooperation with other NCIA functional or non-functional organisation entities).

Education, Experience and Training (essential):

Education:

A Master's degree at a nationally recognised/certified University in a related discipline and 5 years post-related experience. Or a Bachelor's degree with 8 years post related experience.

Experience:

Extensive experience leading the creation and review of IT services, systems, architectures and roadmaps for large organizations

Extensive experience leading and monitoring the development of domain / segment, and solution architectures, ensuring consistency with specified requirements

Extensive experience leading the implementation of ICT specific projects for alignment with relevant architectures and roadmaps

Extensive experience managing strategic relationships with senior stakeholders (internal and external)

Proven ability to apply analytical and systems thinking to complex problems.

Proven ability to moderate architecture related discussions with multi-disciplinary teams.

Proven ability to effectively communicate orally and in writing, with good briefing skills.

Development of technical requirements, system diagrams and other engineering products to aid Cybersecurity acquisition and procurement;

Proven ability to deliver Digital Workplace capabilities for industry, government, or military.

Up to date knowledge and experience in the following areas:

1. End User Devices/Client Technologies
2. Digital Workplace Foundation to include client Operating System and General Purpose Digital Workplace User Application Services
3. Unified Communication and Collaboration Services
4. Enterprise Portal and Social Networking Services
5. Content Services

Knowledge in the following areas:

- Cloud and Infrastructure Services Technologies.
- Network architecture and technologies
- Data Centric Security
- Identity Access and Credentials Management

Training/Certifications:

Training/certification will be provided when hired, and not essential for qualifying for the post.

Education, Experience and Training (desirable):

Education:

Experience:

- Prior experience of working in an international environment comprising both military and civilian elements.
- Knowledge of NATO responsibilities and organization, including NATO HQ, ACO and ACT.
- Knowledge in the following areas: Federation of Services and Application of AI and Data Sciences

Training/Certifications:

Relevant certifications, such as Certified Information Professional, Certified Information and Protection Administrator, Certified Records Manager, Certified Data Management Professional, CCNP (CISCO), Linux and Windows Client Operating System Certifications.

Training/certification requirements for the role will typically include The Open Group Architecture Framework (TOGAF), ArchiMate modelling language, ITIL, and COBIT, but this will depend on the responsibility and domain / segment.

Behavioural competencies:

- *Formulating Strategies and Concepts* - Works strategically to realise organisational goals; sets and develops strategies; identifies, develops positive and compelling visions of the organisation's future potential; takes account of a wide range of issues across, and related to, the organisation.
- *Entrepreneurial and Commercial Thinking* - Keeps up to date with competitor information and market trends; identifies business opportunities for the organisation; maintains awareness of developments in the organisational structure and politics; demonstrates financial awareness; controls costs and thinks in terms of profit, loss and added value.

- *Leading and Managing* - Provides others with a clear direction ; motivates and empowers others; attracts and develops staff of a high calibre ; provides staff with development opportunities and coaching; sets appropriate standards of behaviour.

Language:

A thorough knowledge of one of the two NATO languages, both written and spoken, is essential and some knowledge of the other is desirable.

NOTE: Most of the work of the NCIA is conducted in the English language.

Travel:

Business travel to NATO and national (NATO and non-NATO) facilities as well as frequent travel between the NCIA offices;

May be required to undertake duty travel to operational sites and theatres inside and outside NATO boundaries.