Job Description

A Post Details:

Job Title: Data Architect	**Grade:** C001
Department: Technology	**Division:** A
Reports to: Chief Data Officer	**Contract Type:** Temporary
Level of Vetting: Security Check	**Numbers in Post:** 1
Welsh language required: No	

B Purpose of the Post:

Develop and maintain scalable, secure, and compliant data architectures using Microsoft 365 and Azure services to support operational and strategic policing needs. Tp architect end-to-end data solutions that integrate Microsoft 365 tools (SharePoint, Power BI, Power Automate, Teams, etc.) with legacy systems and modern cloud platform including Google CLoud Platform (GCP).

To ensure data solutions adhere to legal, ethical, and security standards, including GDPR, law enforcement data handling protocols, and national policing frameworks.

Collaborate with digital teams to identify opportunities for innovation using AI, automation, and advanced analytics within the Microsoft ecosystem. Work closely with operational units, analysts, and IT teams to understand data requirements and translate them into technical solutions.

C Dimensions of the Post:

Financial – Direct or Non-Direct

Direct:

- None

Non-Direct:

- Responsible for providing best value advice and recommendations to support the selection and procurement services and products.

Staff Responsibilities – Direct or Non-Direct

Direct:

- None

Non-Direct:

- Mentoring of architecture and data colleagues
- Supervising the work of 3rd party specialists assigned to particular projects

Any Other Statistical Data

D Principal Accountabilities:

Skills Framework for the Information Age v8

Required level priority: ☐ Normal ☐ High

Strategy and architecture								
Strategy and planning	0	1	2	3	4	5	6	7
Enterprise and business architecture							☐	
Solution architecture						☐		
Development and implementation								
Data and analytics	0	1	2	3	4	5	6	7
Data management						☐		
Data modelling and design						☐		

Strategy and architecture

Strategy and planning

Enterprise and business architecture - 6: Initiate, influence

- Develops enterprise-wide architecture and processes to embed the strategic application of change in the management of the organisation.
- 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 - 5: Ensure, advise

- Leads the development of solution architectures in specific business, infrastructure or functional areas.
- Leads the preparation of technical plans and ensures that appropriate technical resources are made available.
- Ensures that appropriate tools and methods are available, understood and employed in architecture development.
- Provides technical guidance and governance on solution development and integration.
- Evaluates requests for changes and deviations from specifications and recommends actions.
- Ensures that relevant technical strategies, policies, standards and practices (including security) are applied correctly.

Development and implementation

Data and analytics

Data management - 5: Ensure, advise

- Devises and implements master data management processes.

- Derives data management structures and metadata to support consistency of information retrieval, combination, analysis, pattern recognition and interpretation, throughout the organisation.
- Plans effective data storage, sharing and publishing within the organisation.
- Independently validates external information from multiple sources.
- Assesses issues that might prevent the organisation from making maximum use of its information assets.
- Provides expert advice and guidance to enable the organisation to get maximum value from its data assets.

Data modelling and design - 5: Ensure, advise

- Sets standards for data modelling and design tools and techniques, advises on their application and ensures compliance.
- Manages the investigation of enterprise data requirements based upon a detailed understanding of information requirements.
- Coordinates the application of analysis, design and modelling techniques to establish, modify or maintain data structures and their associated components.
- Manages the iteration, review and maintenance of data requirements and data models.

E Decision Making:

Level 5 - By making decisions which impact the success of key components of assigned work including results, deadlines & budgets, this level of decision making will pro-actively support delivery of projects/workstreams that have a significant impact on achieving wider organisational objectives.

F Contact with Others:

Internal

- All departments and functions across the organisation, providing advisory consultancy 365 data.
- Technology / Information Management /Professional Standards / Cyber Crime Unit. Act as a bridge between technical teams on datae matters. Manage stakeholders; raise any gaps in existing/new solutions and make recommendations of how to be secure by design to minimise business risk.
- Work closely with Analysis and Insights and Technology teams to ensure robust solutions are effectively implemented and delivered, documented and service transitioned over to support.

External

- Contact with counterparts within Home Office Forces and rail organisations as well as support delivery partners to establish peer groups within the community and industry.
- Core suppliers (for roadmap development, product development, troubleshooting, testing and service handover and transition purposes).
- Operational stakeholders and vendors .
- Other third-party suppliers.

G Essential Criteria:

Qualifications and Training:

- Educated to degree level in a specific IT or engineering discipline or equivalent experience

- TOGAF 9 Foundation

Experience:

- Extensive experience of planning and leading large-scale and complex data change.
- Experience of integrating multi cloud data (specifically Azure and GCP).
- Experience of leading data architecture or enterprise solution design.
- Experience of integrating Microsoft 365 with third-party systems and databases.
- Experience designing scalable data models and data lakes using Azure services.
- Experience of creating and assuring effective project documentation to ensure delivery, resource management and quality.

Business and Technical Skills:

BTP Skills Framework

Business

Communication - Strategic: In-depth knowledge and influencing direction

- Adapts to varied cultural styles and non-verbal cues by applying interpersonal awareness, identifying others' differences, concerns and motivations.
- Builds compelling 'cases for action' that consider trade-offs in interests of participating parties.
- Encourages others to share information and ideas openly to improve understanding of critical challenges and issues.
- Communicates the organisational culture, values and practices in a way which brings people on side.
- Builds mutually beneficial influence strategies that incorporate “win-win” options for participants.
- Adopts innovative and creative styles, using references, stories, as appropriate to make a significant impact on the target audience.
- Champions diverse coaching practices and provides insights to improve others' communication and presentation techniques.

Influencing Others - Expert: Extensive experience and diverse application

- Evaluates and focuses on business opportunities likely to be of considerable strategic or long-term value.
- Adapts communication messages, methods and influence strategies to the person or audience.
- Adapts influencing tactics to the motives and style of others (logical appeal, emotional appeal, etc.).
- Utilises positive or negative influence strategies appropriately to garner support for key initiatives.
- Expands reach of influence by motivating others to focus on shared goals and a common purpose.
- Uses knowledge of personalities and team dynamics to effectively solve problems and facilitate decision making.

Problem Solving - Strategic: In-depth knowledge and influencing direction

- Ensures the organisation is able to react to issues as they arise and take steps to prevent them from reoccurring by developing and following systematic problem solving strategies.
- Minimises recurrence of problems by ensuring problem resolution programs are monitored after

their implementation.
- Directs others in the process of testing alternative problem solving scenarios and impact assessment.
- Recognises outstanding results in problem-solving by individuals and teams.
- Promotes a disciplined, continuous and organisation-wide approach to problem solving.

Technical Specialisms

Not applicable.

Knowledge:

- Specialist knowledge of innovation solutions such as AI and maching learning.
- Deep understanding of SharePoint Online, Power BI, Power Automate, and Teams.
- Knowledge of GDPR, UK data protection laws, and law enforcement data handling standards.
- Proficiency in designing automated workflows using Power Automate.
- Detailed knowledge of project and change management methodologies
- Good financial and benefit management knowledge

Desirable Criteria:

Wide range of Microsoft certifications

H Additional Information:

- Flexible to travel across the UK as required
- Role will require some on-site working

For Panel to complete only:
Line Manager Approval: Head of Digital and Technology
Panel Approval: BTP Reward Team
Date: 2025-08-18

Email the Job Evaluation submission form together with supporting documentation (organisational charts, job descriptions) to People & Culture Policy & Reward inbox.
PolicyandReward@btp.police.uk

You will be advised of a panel date following receipt of the submission.