

Position Description

Position Title	Data Architect	Reporting to	Head of Strategy & Architecture
Business Unit	People & Performance	Direct reports	N/A
Classification	Manager 1	Date	November 2023

Our Organisation

The Royal Australian College of General Practitioners (RACGP) is the voice of General Practitioners (GPs) in our growing cities and throughout rural and remote Australia. For more than 60 years, we've supported the backbone of Australia's health system by setting the standards for education and practice and advocating for better health and wellbeing for all Australians.

We cultivate a stronger profession by helping the GPs of today and tomorrow continue their professional development throughout their careers, from medical students and GPs in training to experienced GPs. We develop resources and guidelines to support GPs in providing their patients with world-class healthcare and help with the unique issues that affect their practices. We're a point of connection for GPs serving communities in every corner of the country.

Australia's GPs see more than two million patients each week, and support Australians through every stage of life. The scope of general practice is unmatched among medical professionals, so the RACGP supports members to be involved in all areas of care, including aged care, mental health, preventative care and Aboriginal and Torres Strait Islander Health.

Patient-centred care is at the heart of every Australian general practice and at the heart of everything we do.

Our Values

RACGP Employees are expected to uphold our workplace values:



Progressive leadership Forward thinking and proactive leaders who lead by example and empower employees to create and drive innovation



Quality Honouring our Organisational Vision and Mission Statement by constantly striving for excellence in service delivery and advancement in the field



Ethics Committed to acting with morality, integrity and transparency in serving the best interests of all stakeholders



Professionalism Dedicated professionals who respect and collaborate with others and are fully accountable for their actions.

Your Team

The People and Performance Business Unit is a newly created team under our service led and member centric operating model designed to deliver services that employees need to deliver value for our members. Specifically, the People and Performance Business Unit plays a critical role in ensuring that we can set up our people to be able to do their jobs effectively and successfully with the right culture, capacity and capabilities as well shape strategy direction and drive a continuous improvement agenda to improve performance and innovate for members and stakeholders.

The functions of the People and Performance Business Unit include:

- Information Technology, comprising:
 - Service Delivery
 - Training Management System
 - Development
 - IT Security and Risk
- People, Culture & Inclusion, comprising
 - People Support
 - Talent
 - HR Business Partnering
- Strategic Planning / Business Improvement, comprising:
 - Change Management
 - Business Improvement
 - Portfolio Management
 - Strategic Reporting
 - Employee Communications
- Property, comprising:
 - Leasing
 - Property Design and Projects
 - Building Management
- Data and Insights, comprising:
 - Data Governance
 - Insights and analytics
 - Data Engineering

Your Role

The RACGP Information Technology Department provides service support to members and to staff of the RACGP. Its core function is to support the provision of information and operational services in Technology, with responsibility for providing a suite of fully integrated and supported technology services to RACGP members and staff enabling them to do their job efficiently and seamlessly.

The Data Architect, reporting to the Head of Strategy and Architecture, collaborates closely with business units, senior stakeholders, vendors, and technical teams. The primary focus is on evaluating systems and business requirements to develop tailored solutions. This involves defining and upholding policies, procedures, models, and technologies for effective data collection, organization, and access.

With expertise in cloud solutions, technology, data mapping, data warehousing, data modelling, and API management, the Data Architect is responsible for a comprehensive data management framework and solution blueprints aligned with the digital strategy, ensuring successful business outcomes. The role involves maintaining a strategy for the business entity's source of truth, overseeing data integrations, and managing the data warehouse architecture within the Microsoft Azure environment.

The Data Architect establishes strong relationships with data and analytics teams throughout RACGP, ensuring that all data infrastructure designs adhere to the Data Strategy. Rigorous documentation and traceability throughout the

engineering lifecycle are emphasized to uphold overall solution integrity. This includes advocating for architectural best practices, communicating desired outcomes and their business benefits, and actively identifying and addressing

Key Responsibilities

- Translate business requirements into technical specification to define the blueprint for management of data assets in line with organisational plans to establish strategic data necessities.
- Define reference architecture for the RACGP to improve data systems and ensure architectural standards are applied and adhered to.
- Design and implement databases that are efficient, scalable, and meet the organisation's data requirements.
- Implement CI/CD pipelines for database changes to automate testing, deployment, and version control using Git.
- Ensure database schema changes are seamlessly integrated into the development workflow.
- Monitor and optimize data system performance, making adjustments as needed.
- Review proposed database changes to ensure they align with architectural standards and business requirements.
- Implement and enforce data security measures to protect sensitive data from unauthorized access or breaches.
- Define data flows, i.e., which parts of the organisation generate data, which require data to function, how data flows are managed, and how data changes in transition
- Collaborate with and coordinate multiple departments, stakeholders, partners, and external vendors to gather inputs to inform the design of the college's data architecture framework, standards and principles.
- Lead the technical implementation of the Data Strategy as part of a cross-functional team.
- Develop and maintain data models that define how data is stored, accessed, and used within the organisation. This includes conceptual, logical, and physical data models.
- Continuously develop and enhance understanding of existing data infrastructure and source systems as well as new technologies, tools and methods in data architecture and BI infrastructure.
- Provide expert advice and guidance on data platforms, data warehousing and BI solutions based on Microsoft's technology stack, both on cloud and on-premise like Microsoft SQL Server, Azure SQL Database, Azure Integration Services, Azure Analysis Services, SSIS, SSRS and SSAS while having a broad understanding of technology landscape for developing DW/BI solutions.
- Analyse, develop and document the future data architecture through the decomposition of information and data requirements, models to identify gaps in the current state architecture.
- Develop and maintain the target state data architecture including the development of all required artefacts such as logical and physical data models, data standards, terminologies, classifications, and principles.
- Assessing quality of data and support data cleansing processes and working with the Data Governance Lead and business teams to resolve data quality issues.
- Mapping data elements against various system integration requirements.
- Oversee the development of ETL and API transformation rules to ensure data can be seamlessly integrated between source and the Cloud Data Warehouse.
- Comply with all relevant workplace policies and procedures
- Other duties as required.

Qualifications and Experience

Essential

- 7+ years' experience working in data engineering, data modelling or data architecture roles
- 3+ years' experience with data warehousing and analytics tools e.g. SSIS, SSRS, SSAS, SSMS, Data Lake Gen2, Data Factory, SQL DB, Purview etc
- Degree in Computer Science, Information Technology or Information Management
- Hands on experience with data warehouse concepts, data cleaning, data integration, data analysis and data consolidation.
- Experience in evaluating tools and technologies and aligning recommendations to strategy.

- Strong sense of accountability and understanding of privacy around user data.
- Strong design skills using relational & non-relational databases, SQL Server and APIs.
- Design, application, and implementation of cloud data warehouse in Snowflake on Azure, .
- Ability to identify system and data information flows and their impact to business processes and map and model data accordingly.
- Knowledge of Data Governance, Data Risk Management and Information Security.
- Excellent communication skills, written and verbal.
- Strong documentation skills in line with best practices.
- Working experience in using CI/CD pipelines and version control (Git).

Highly Desirable

- Azure certifications

Your Relationships

Your role requires interaction with internal and external stakeholders including:

Internal:

- Executive Team
- Leadership Team and delegates
- Data and Analytics team
- IT Applications and Architecture team leads

External:

- Members
- Consultants (as required)