

IT Principal Officer - Emerging Technology – Grade 14

Job purpose

As a Principal Officer focussed on Emerging Technology you will be aligned to the Change and Technology or Support Services functional area.

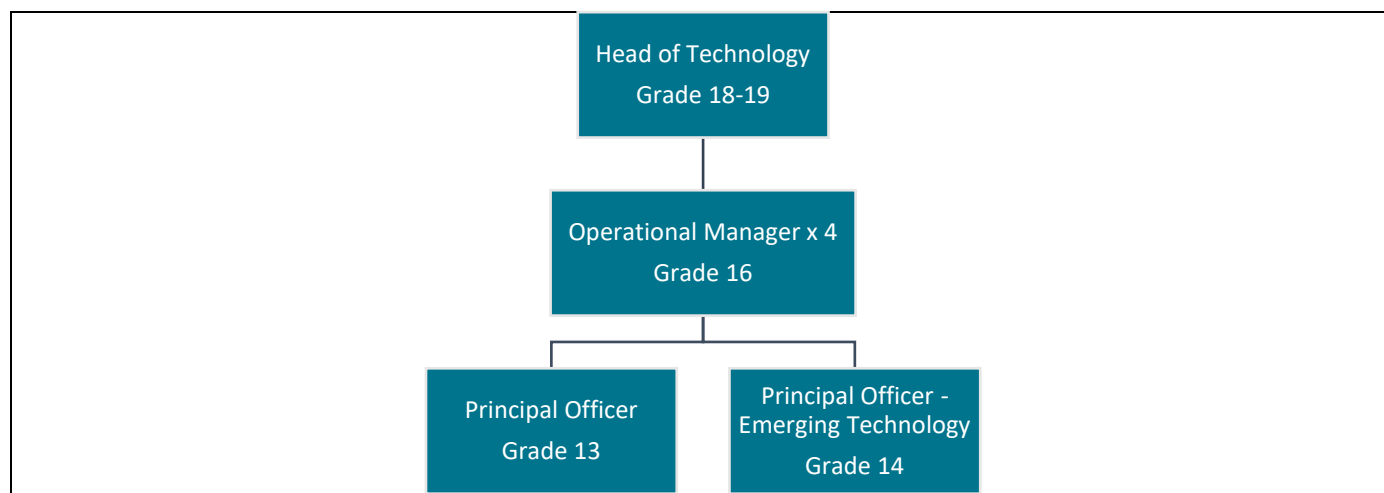
You will be given a specific brief to identify and introduce new or emerging hardware, software or communication technologies and associated processes where they are significantly different to anything currently within the Council. This includes initial assessment of relevance and potential value to the Council and partners and specific recommendations for medium to long term strategy. Each brief will be time limited and therefore requirements will change over time in line with operational demands. You will be expected to perform this in addition to the standard duties within the IT Principal Officer role.

This role is based within Corporate Strategy, Commissioning and Public Health
Find out more about [working for Kirklees](#).

Key areas of responsibility

- Research a specific area of hardware, software, or communication technology to understand new and emerging products, services, methods, or techniques.
- Make informed assessments and recommendations for appropriate adoption of solutions to contribute to the medium to long term technology strategies and plans.
- Deliver recommendations for the Council IT strategy considering all appropriate factors such as relevance and fit to Council priorities and principles, potential value through business improvements, cost, performance, and sustainability.
- Hold briefing sessions to raise overall awareness of new and emerging technologies for both IT and non-IT colleagues.
- Translate business requirements for ICT into tangible planned solutions and translation of planned solutions into appropriately resourced projects and programmes.
- Manage a large complex business change programmes, directing technical officers and business change colleagues with full ownership of project budgets.
- Procure large contracts for the delivery of ICT in line with the principles for managing IT.
- Work proactively and taking the initiative to ensuring programmes/projects achieve their outcomes in line with relevant project management and IT standards, tools, and principles.
- Manage teams of people, ensuring they are motivated and skilled providing appropriate support, coaching, development, and performance management, promoting their health and wellbeing at work.
- Manage operational or project budgets with actual or potential deviations from budget identified and corrective actions taken.

Position of job in organisational structure



Employee Specification

Knowledge, qualifications, skills, and experience	Shortlisting criteria
A relevant degree level qualification or equivalent experience; you will be able to demonstrate all round IT experience gained in a large/complex environment.	Essential/
Conversant in and have experience working with appropriate IT industry best practice frameworks such as ITIL and PRINCE2 and be able to manage others in line with these standards.	Essential
Experience of providing leadership demonstrating a clear vision and a creative approach to problem solving.	Essential
Understand the political environment of the Council and be able to deal with Councillors and council issues impartially and with sensitivity	Essential
Able to carry out some physical activities in the support of ICT delivery.	Essential
Be adaptable and flexible in how you work, including the hours and locations, and can quickly learn new IT professional skills and technologies. You can be required to participate in a standby scheme	Essential
Budget management and monitoring	Essential
Competent in the SFIA Skill and knowledge areas listed below	Essential

Knowledge - Information Technology Professional Skills

Refer to latest Skills Framework for the Information Age (SFIA) <https://sfia-online.org/en/sfia-7>

Skill	SFIA Skill and knowledge areas - Sub-Category	Grade 14
1	Strategy and Architecture – Innovation	Level 6
2	Strategy and Architecture – Solutions Architecture	Level 5
3	Strategy and Architecture – Business Process Improvement	Level 6
4	Business Change – Programme Management	Level 6
5	Business Change – Stakeholder relationship Management	Level 6

6	Solution Development and Implementation – Requirements Definition and Management	Level 6
7	Service Management – IT Management	Level 6
8	Service Management – Service Level Management	Level 6
9	Technical Strategy and Planning – Emerging Technology Monitoring	Level 6

Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 3. Find out more about [Council Behaviours and Expectations](#).

General information

See your responsibilities related to [Safeguarding](#).

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience, and grade of this job.

For Office Use Only:

Job Category	IT Service	Grading ID	20280
Job ID	TBC	Last Updated	11/2020
Job Focus	Emerging Technology	Career Progression	No

Contractual Variants

DBS Category	N/A	DBS Type	No
Health Check	N/A	Politically Restricted	No
24/7 working	N/A	Public Holidays	No
Night Working	N/A	Alternating Pattern	No
Standby	N/A	Other	No
Checked by HR	MR/JD		