

New

Ministry

Describe: Basic Job Details**Position**

Position ID

Position Name (200 character maximum)

Requested Class

Job Focus

Supervisory Level

Agency (ministry) code

Cost Centre

Program Code: (enter if required)

Employee

Employee Name (or Vacant)

Organizational Structure

Division, Branch/Unit

 Current organizational chart attached?

Supervisor's Position ID

Supervisor's Position Name (30 characters)

Supervisor's Current Class

Design: Identify Job Duties and Value**Job Purpose and Organizational Context**

Why the job exists:

The Platforms Branch enables product teams to develop products at a faster pace, by providing common components and registers of data that can be easily consulted. The Platforms Branch achieves this by providing building blocks that make it easier for product teams to send messages, verify identity, take payments and much more. Collectively, this creates capability to use common platforms to support multiple products/services. This Branch will also identify the opportunities and deliver the platforms and leverage common data service to make data more accessible to use and apply to advance innovation.

The Platform Strategist contributes to the identification of parameters for what "government-as-platform" should look like, making recommendations to leadership for plans that span development to implementation. This work helps develop and maintain the Division's direction and approach to Platform components. The resulting Platform represents Government of Alberta's (GoA) implementation of "government-as-platform" as part of its Digital Transformation and Innovation efforts and will be used by all information and technology management (IMT) efforts across the GoA. The role also supports modern digital delivery practices, including the effective and responsible use of AI-enabled tools to strengthen analysis, planning, and delivery.

This role reports to the Director, Platform Strategy.

Responsibilities

Job outcomes (4-6 core results), and for each outcome, 4-6 corresponding activities:

Government-as-platform vision and plans.

- Actively monitor GoA-wide business needs and product development for Platform opportunities.
- Collaboratively identify the parameters of what “government-as-platform” should look like, assisting leadership in the development of a plan from development to implementation.
- Contribute to the development of short- and long-term plans to deliver on approach, based on GoA needs and priorities.
- Contribute to the identification of plan elements before they are needed and actively harvests IMT assets to become part of the Platform where appropriate (e.g., project milestones, deliverables, measures, budgets).
- Maintain and foster collaborative relationships to inform GoA's approach to government-as-platform
- Support budget and funding aspects as needed.

Platform Practice and Governance

- Contribute to overarching collaborative Platforms practices and standards with a focus on data platforms.
- Promote Platforms approach and value to facilitate embedded them into ongoing team operations.
- Proactively communicate, develop, and maintain effective and productive relationships with a wide variety of both internal and external stakeholders to identify issues and provide solutions in a timely manner.
- Provide recommendations to senior leaders to improve governance standards and practice.
- Integrate with and provide expertise on platform design topics and standards.
- Provide technical advice and recommendations as they relate to platform and software development.
- Apply AI and automation tools appropriately to support drafting, analysis, structured retrieval, and process improvement, while validating outputs for quality, risk, accuracy, and sensitivity.
- Contribute to the development of modern platform practices that reflect emerging digital delivery methods, including responsible AI-enabled ways of working where appropriate.

Support the Director in achieving Unit goals and priorities.

- Provide insight and recommendations on issues, opportunities, and challenges in performance measures and analytics practices and culture.
- Work collaboratively with team, unit and branch staff to ensure appropriate coordination and integration of branch functions and delivery of products, tools, processes, and services.
- Establish and maintain relationships with department and GOA representatives, stakeholders, and partners.
- Represent the branch and/or the division on department working groups and committees with diverse mandates and responsibilities.
- Develop content for reports, responses to queries, etc.
- Help translate technical change, including AI-enabled or automated approaches, into clear advice and practical considerations for decision-makers and partners.

Problem Solving

Typical problems solved:

- Assess options and provide recommendations for what the target government-as-platform could and will be to suit GoA context and needs in line with industry-leading practice, existing budget, and other IMT parameters. Multiple inputs will be integrated, and complexities resolved to bring the Platform to fruition.
- Build and monitor project plans that integrate multiple facets and changing elements.

Types of guidance available for problem solving:

Problem solving is guided by direction from the Director, the overarching platform practice and governance standards, the Digital Strategy, professional knowledge and experience, and consultation with peers and other stakeholders. Creativity and strategic thinking are applied to consider projects holistically and to consider costs and benefits over the lifecycle of service delivered to Albertans when weighing options. Highly developed, process-oriented skills are required for troubleshooting, problem solving, and problem resolution. The Platform Strategist works with appropriate team(s) and vendors until a resolution has been reached.

Direct or indirect impacts of decisions:

Externally, the work of this position impacts:

- the vision, development, and implementation of government-as-platform that is essential to the development and delivery of services across the GoA and to users and clients that access GoA services.
- plans, standards, and utilization of reliable digital infrastructure and services that are cost effective and adapt to changing technology requirements and service volumes while assessing and testing emerging technologies.
- provision of a more agile, flexible and responsive digital service to ministries and Albertans based on credible and trustworthy data/information and platform tools that enable project teams to build services and address common needs.

Internally, the work of this position impacts:

- recommendations and advice to senior and executive leaders to inform their decision-making and to shape branch plans.
- collaboration across the division and with other divisions and departments.
- adoption of the target Platform across the GoA and shifts to new ways of thinking about how services are delivered via core and common platforms.
- understanding and acceptance of the government IMT agile service delivery model and value of government-as-platform.
- broader awareness of how AI-enabled and automated approaches can be applied responsibly to improve planning, analysis, and digital service delivery.

Key Relationships

Major stakeholders and purpose of interactions:

Internal

- Director - provide status updates on projects; participate and make recommendations for overarching practice and governance standards and processes; advise senior leaders on relevant topics.
- Platform Teams - works collaboratively to translate platform vision and strategy into actionable delivery plans, ensuring technical standards and platform practices are embedded into operational work.
- Architect, Governance, Standards Teams - partners to ensure interoperability, data management, and platform designs align with enterprise architecture and security frameworks.
- Division staff or other division staff and Product Teams - collaborate on projects; share intelligence; respond to queries.

External

- Other jurisdictions - research leading practices; share Alberta's perspectives related to platform design and development.
- Contracted resources - manage contracted services and projects; allocate budgets and project plans for contracted services.
- Key external stakeholders - participate in group sessions, conferences, or gatherings to better understand context and priorities.

Required Education, Experience and Technical Competencies

Education Level

Bachelor's Degree (4 year)

Focus/Major

Other

2nd Major/Minor if applicable

Other

Designation

If other, specify:

Related field including business, social sciences, public administration, technology, etc.

Job-specific experience, technical competencies, certification and/or training:

Education and Experience

- Post-secondary degree in a related field, such as commerce, arts, technology, with related experience in cloud development and digital delivery approaches. Equivalencies considered.
- Experience using AI-enabled tools or automation approaches to support analysis, planning, delivery, or decision support in digital environments is an asset.
- Experience in user centred digital delivery an asset
- Experience as a software architect and/or senior developer on complex software solutions in an agile team

environment.

- Experience guiding and mentoring teams on design and implementing best practices.
- Experience conveying technical information to advise decision-makers on solution architecture.
- Experience designing solutions that utilize cloud services.
- Experience working with teams that also apply UX design, service design, design thinking, or human-centered design approaches.
- Experience developing and leading projects.

Technical Competencies, certification and/or training

- In-depth knowledge in computing science principles and subject matter expertise in platform development.
- Knowledge of Agile delivery approaches including the fundamentals of platform service design, human-centered design and continuous delivery of value.
- AI fluency, including regular use of generative AI and related tools for drafting, analysis, structured retrieval, and automation, with the ability to evaluate outputs for accuracy, risk, hallucination, and sensitivity.
- Process automation literacy, including working knowledge of workflow automation, digital forms, and related process-improvement approaches
- Ability to apply the principles of user-centred analysis; can identify who users are and what their needs are, based on evidence.
- Ability to define vision, roadmap, and project plans based on opportunities and needs.
- Strong understanding of software architecture, DevOps, CloudOps, and supporting technologies with a focus on platform services.
- High digital literacy and capable of effectively engaging with technical staff, vendors and stakeholders at all levels to define the best delivery approach to achieve business/user objectives.
- Broad understanding of GoA services, and more specifically of the needs of client-ministries to inform and shape the development of data models.
- Ability to build and maintain effective networks and collaborative environments to identify and assess client and business needs while balancing diverse needs and interests.
- Ability to shift priorities as demands or directions change.
- Ability to exercise judgment and creative problem-solving when evaluating complex situations with multi-faceted criteria.
- Ability to work with groups to manage change and negotiate solutions.
- Teamwork and collaboration skills.
- Knowledge of and ability to apply project management knowledge and skills.
- Understands and can work within given constraints (including but not limited to technology, policy, regulatory, financial, legal, ethical, social, user constraints).
- Advanced troubleshooting skills.

Behavioral Competencies

Pick 4-5 representative behavioral competencies and their level.

Competency	Level					Level Definition	Examples of how this level best represents the job
	A	B	C	D	E		
Systems Thinking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Takes a long-term view towards organization’s objectives and how to achieve them:</p> <ul style="list-style-type: none"> • Takes holistic long-term view of challenges and opportunities • Anticipates outcomes and potential impacts, seeks stakeholder perspectives • Works towards actions and plans aligned with APS values 	<p>Connects ministry product roadmaps to a broader government-as-platform vision, ensuring alignment and interoperability.</p> <p>Analyzes GoA business priorities and IMT initiatives to identify cross-ministry opportunities for platform integration or reuse.</p>

		<ul style="list-style-type: none"> • Works with others to identify areas for collaboration 	
Creative Problem Solving	○ ○ ● ○ ○	<p>Engages the community and resources at hand to address issues:</p> <ul style="list-style-type: none"> • Engages perspective to seek root causes • Finds ways to improve complex systems • Employs resources from other areas to solve problems • Engages others and encourages debate and idea generation to solve problems while addressing risks 	<p>Collaborates across technical and policy disciplines to resolve system-level barriers to platform adoption. Identifies innovative solutions to improve cross-ministry data sharing, scalability, and reuse of digital infrastructure.</p>
Drive for Results	○ ○ ● ○ ○	<p>Takes and delegates responsibility for outcomes:</p> <ul style="list-style-type: none"> • Uses variety of resources to monitor own performance standards • Acknowledges even indirect responsibility • Commits to what is good for Albertans even if not immediately accepted • Reaches goals consistent with APS direction 	<p>Translates platform strategies into actionable deliverables, measures progress, and reports results that demonstrate value to ministries and citizens. Aligns work with DDD's modernization priorities while ensuring tangible impact for partner ministries.</p>
Agility	○ ○ ● ○ ○	<p>Identifies and manages required change and the associated risks:</p> <ul style="list-style-type: none"> • Identifies alternative approaches and supports others to do the same • Proactively explains impact of changes • Anticipates and mitigates emotions of others • Anticipates obstacles and stays focused on goals • Makes decisions and takes action in uncertain situations and creates a backup plan 	<p>Adapts strategies as government priorities or technologies evolve, maintaining alignment with long-term platform objectives. Manages ambiguity by developing flexible pathways for implementation and continuously refining plans based on evidence.</p>

Benchmarks

List 1-2 potential comparable Government of Alberta: [Benchmark](#)

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