

**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 Digital Design and Delivery (DDD) division is the Government of Alberta's centre for modern digital delivery, focused on accelerating the design of simpler, faster, and better human-centered digital services.

This position is accountable for leading a team of Digital Architects within the DDD, providing architectural leadership for portfolios containing multidisciplinary product teams. The role ensures architectural practices are AI-first, integrating AI-driven tools and methodologies to rapidly design, build, and maintain scalable, API-first solutions. This directly supports the Ministry's vision for AI-Enabled Delivery and the GoA's North Star of delivering trusted, innovative, and responsive services, ensuring AI amplifies human potential while upholding Alberta's ownership of its digital intellectual property.

## Responsibilities

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

### 1. Lead and Supervise AI-Enabled Digital Architecture Teams

- **What:** Provides leadership and supervision to a team of Digital Architects.
- **Why:** To ensure the successful delivery of high-quality, AI-integrated architectural solutions, aligned with GoA's AI-First Delivery mandate.
- **How:**
  - Directs, prioritizes, and monitors the work assignments of Digital Architects, ensuring alignment with architectural vision and project timelines.
  - Coaches and mentors team members in the effective use of GoA-provided AI tools and agentic AI for architectural planning, design, and analysis.
  - Conducts performance evaluations and fosters continuous professional development, particularly in emerging AI technologies and ethical AI practices.
  - Ensures team adherence to GoA's Digital Architecture Framework, standards, and the mandate for open-source and IP ownership.
  - Facilitates effective collaboration between Digital Architects and multidisciplinary product teams, as well as with other practice areas.

### 2. Drive AI-First Solution Design and Integration

- **What:** Oversees the design, review, and integration of architectural solutions.
- **Why:** To ensure that all solutions are API-first, AI-ready, scalable, secure, and compliant with GoA-wide architectural standards, maximizing the leverage of AI as a primary delivery mechanism.
- **How:**
  - Evaluates and approves architectural designs, ensuring they incorporate AI-driven solutions and meet requirements for API-first architecture and headless operation by AI.
  - Collaborates with ministry partners and stakeholders to translate business needs into robust, AI-compatible architectural strategies and roadmaps.
  - Identifies opportunities to apply AI for technical debt remediation, prioritizing rebuilding legacy systems as AI-built, Alberta-owned applications.
  - Assesses emerging AI technologies, patterns, and tools for their potential to enhance architectural capabilities, scalability, security, and compliance within the GoA ecosystem.
  - Ensures architectural artifacts are clear and precise enough for agentic AI interpretation and compliant output.

### 3. Ensure Strategic Alignment and Governance Compliance

- **What:** Guarantees architectural decisions and practices align with broader strategic goals and governance frameworks.
- **Why:** To support the Ministry's vision for government modernization, AI-Enabled Delivery, and the North Star for service excellence, while mitigating risks and ensuring responsible

technology adoption.

○ **How:**

- Maintains a deep understanding of GoA-wide initiatives, IMT governance, and the Digital Architecture Framework to guide architectural decision-making within the team.
- Ensures all solutions adhere to GoA standards for security, privacy, data governance, and ethical AI use.
- Contributes to the evolution of architectural standards and guidelines, specifically incorporating best practices for AI integration and data sovereignty.
- Collaborates with the AI Delivery and Enablement Branch to align architectural practices with evolving AI usage standards, approved skills, and templates.
- Represents the architecture team in various committees and governance bodies, advocating for AI-first principles and GoA IP ownership.

#### 4. Manage Operational Efficiency and Resource Allocation

○ **What:** Manages the operational and tactical aspects of the architecture unit.

○ **Why:** To optimize resource utilization, streamline procurement processes for AI-aware technical resources, and ensure practice design supports the rapid, AI-enabled delivery model.

○ **How:**

- Assists in developing and executing operational plans, capacity planning, and practice design specifically tailored for an AI-enabled delivery environment.
- Leads procurement processes for contracted Digital Architects, including defining AI-centric role specifications, evaluating qualifications, and ensuring contract compliance with GoA IP ownership requirements.
- Monitors the performance of contracted architects, managing deliverables and ensuring alignment with project goals and AI-First principles.
- Identifies and champions the elimination of parasitic licenses and proprietary lock-in by promoting AI-built, open-source alternatives.
- Contributes to budget planning and monitors expenditures for architectural initiatives, including investments in AI tools and training.

#### Problem Solving

Typical problems solved:

The Manager, Architecture routinely navigates complex, dynamic challenges driven by the rapid evolution of AI and the strategic imperative for modernization within a public service context:

- **Integrating AI capabilities into diverse, often legacy, government systems** while maintaining performance, security, and scalability and ensuring API-first compatibility.
- **Balancing rapid AI-driven development with robust governance and ethical considerations**, ensuring AI tools are used responsibly and outputs are compliant.
- **Overcoming vendor lock-in and proprietary dependencies** by guiding teams to adopt open-

source, AI-generated, GoA-owned alternatives, often against ingrained practices.

- **Allocating and developing an AI-aware architecture workforce** under increasing demand, shifting skill sets, and the evolving roles of "Builders" and "Systems Thinkers."
- **Resolving architectural conflicts and making high-impact design choices** that consider enterprise-wide implications, resource constraints, and the strategic push towards smaller, AI-enabled product teams.

Types of guidance available for problem solving:

The position operates within a clearly defined strategic and operational framework, but frequently requires innovative application of these guidelines:

- **Strategic Direction:** Explicit guidance from the Director, Architecture, the vision for DDD and AI-Enabled Delivery, and the GoA North Star document.
- **Policy and Standards:** The GoA Digital Architecture Framework, IMT policies, digital service standards, AI governance policies, and established architecture principles provide foundational guardrails.
- **Collaborative Input:** Consultation with other Practice Leads (e.g., UX, DevOps, Cybersecurity, AI Delivery and Enablement Branch), ministry partners, and product teams to ensure solutions are contextually relevant and widely supported.
- **Technical Expertise:** Access to senior architects, subject matter experts, and internal/external AI specialists for specific complex design and integration challenges.
- **Data-Driven Insights:** Analytics from tools like Git Insights and the ServiceNow CMDB provide empirical evidence for technology decisions and remediation planning.

Direct or indirect impacts of decisions:

Decisions made by the Manager, Architecture have significant and far-reaching impacts:

- **Direct Impact:**
  - **Service Delivery:** Directly influences the speed, quality, and maintainability of digital services launched and enhanced for GoA ministries and citizens, particularly through the efficiency gained by AI-first delivery.
  - **Resource Utilization:** Determines the effective allocation and development of internal and contracted architecture resources, directly affecting project timelines, budgets, and the GoA's ability to "repatriate build capability."
  - **Technical Debt:** Accelerates or hinders the remediation of legacy systems, impacting long-term operational costs and the agility of government services.
  - **Team Performance:** Shapes the skills, morale, and productivity of the Digital Architecture team, directly affecting their ability to adapt to AI-driven delivery.
- **Indirect Impact:**
  - **GoA Digital Transformation:** Indirectly contributes to the overall success of GoA's digital transformation by establishing scalable, AI-ready architectural patterns and fostering an "Alberta Owns Its IP" culture.
  - **Stakeholder Trust:** Shapes collaboration and trust with ministries, other divisions, and

external partners, influencing strategic alignment and future project success across government.

- **Provincial Innovation:** Influences the adoption of ethical and effective AI use cases across the province, contributing to Alberta's leadership in government modernization.

## Key Relationships

Major stakeholders and purpose of interactions:

The Manager, Architecture engages with a diverse set of stakeholders to ensure the strategic delivery and continuous improvement of AI-enabled architectural solutions:

### Internal Contacts:

- **Director, Architecture (Frequent/Daily):** For strategic alignment, prioritization of AI-first initiatives, reporting on team performance, issue escalation, and receiving guidance on the overall DDD vision.
- **Digital Architecture Team (Daily):** Provides direct supervision, guidance, coaching, and performance management, specifically on AI integration, best practices, and professional development.
- **Product Teams (Digital Architects, Designers, Developers, Specialists) (Ongoing):** Collaborates closely to provide architectural oversight, resolve technical challenges, ensure AI-ready designs, and facilitate cross-functional alignment for rapid, iterative delivery.
- **Other Practice Leads (e.g., UX, DevOps, Cybersecurity, Privacy, IM, Technology Support, AI Delivery and Enablement Branch) (Regular):** Coordinates to ensure integrated delivery, adherence to GoA architectural standards, security protocols, ethical AI guidelines, and to align on shared AI-enabled practices.
- **Ministry Partners/Client Stakeholders (Frequent):** Engages to understand business needs for operations programs, negotiate priorities, validate AI-enabled architectural solutions, and secure active participation in modernization efforts.
- **TI Leadership and Executive Table (Periodic):** Provides updates on architectural strategies, AI adoption progress, and compliance with the Digital Architecture Framework.

### External Contacts:

- **Contracted Digital Architects (Regular):** Manages onboarding, assignment to product teams, performance monitoring, and contract compliance, ensuring adherence to GoA IP ownership and AI usage policies.
- **Vendors and Industry Experts (Periodic):** Evaluates new AI technologies, tools, and platforms, provides GoA architectural requirements for procurement, and communicates GoA standards for AI-first delivery and IP ownership.
- **Committees and Governance Bodies (e.g., DAG) (As Required):** Participates as an advisor or subject matter expert to inform policy decisions, ensure compliance with GoA standards, and contribute to the evolution of the AI-First Delivery model.

### Purpose of Interaction:

- To secure active buy-in and collaboration for GoA's strategic AI-first initiatives and modernization goals.
- To provide expert architectural guidance and leadership, enabling the successful, AI-accelerated delivery of high-value digital services.

- To influence decisions on technology adoption, portfolio rationalization, and resource allocation to align with GoA's strategic principles (e.g., AI-first, Open Source by Default, Alberta Owns Its IP).
- To build and maintain strong relationships that foster innovation, trust, and effective problem-solving across the digital ecosystem.

### Required Education, Experience and Technical Competencies

Education Level	Focus/Major	2nd Major/Minor if applicable	Designation
Bachelor's Degree (4 year)	Other		

If other, specify:

Bachelor's degree in Computer Science, Software Engineering, Information Technology, or a related tech

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

#### Experience:

- Minimum of 7 years of progressive experience in enterprise architecture, solution design, or a related technical leadership role within a complex IT environment.
- At least 3 years of demonstrated experience in a supervisory or team lead capacity, managing and mentoring technical professionals (preferably architects or senior developers).
- Proven hands-on experience (3+ years) in designing, implementing, and integrating AI-driven solutions and generative AI tools into architectural processes and software development lifecycles.
- Demonstrated track record of successful digital service delivery using agile and product-oriented approaches, with a focus on AI-enabled outcomes.
- Experience in leading procurement processes and contract management for technical resources, including defining scope and ensuring vendor compliance with IP ownership and technical standards.
- Experience with cloud platforms, API-first architecture, and modern CI/CD pipelines.

#### Technical Competencies:

- **Enterprise Architecture Frameworks:** Strong knowledge of TOGAF, Zachman, or equivalent, with an ability to adapt frameworks for AI-first principles.
- **AI and Machine Learning:** Deep understanding of machine learning models, natural language processing, generative AI, MLOps, explainable AI, and ethical AI considerations.
- **AI fluency:** Daily use of generative AI and Agentic tooling for executive-grade work: drafting, analysis, structured retrieval, and automation. Comfortable with prompt design, retrieval-augmented generation, and evaluation of AI output for risk, hallucination, and sensitivity. Builds AI-augmented routines; does not only consume AI tools.
- **Process automation literacy:** Working knowledge of process-automation patterns, including workflow automation, digital forms, agentic process orchestration, and the implications of these patterns for staff roles and workflows. Able to translate technical change into accessible staff-facing communication.
- **Cloud Platforms:** Expertise in major cloud providers (AWS, Azure, GCP) including IaaS, PaaS, SaaS offerings, with a focus on security, compliance, and cost optimization in an AI context.
- **API-First Design:** Proficient in API design patterns (RESTful APIs, OpenAPI specifications, microservices) and robust integration strategies for AI-enabled systems.
- **Data Architecture:** Knowledge of data governance, data modeling, database technologies (e.g.,

PostgreSQL), and data pipelines essential for AI/ML workloads.

- **Agile & DevOps:** Strong understanding of agile methodologies, Scrum, Kanban, and DevOps practices with integrated automated build, test, and deployment processes for AI-driven development.
- **Security & Governance:** Familiarity with GoA IMT policies, digital service standards, cybersecurity protocols, and the Digital Architecture Framework.

**Programming Languages:** Proficiency in at least one GoA-approved backend language (e.g., .NET C#, JavaScript/TypeScript Node.js) and frontend framework (e.g., React).

**Certifications and Training (Preferred):**

- TOGAF or equivalent enterprise architecture certification.
- Relevant cloud certifications (e.g., AWS Certified Solutions Architect, Azure Solutions Architect Expert) with a focus on AI/ML specialties.
- AI/ML fundamentals or ethical AI certification/training.
- Agile certifications (e.g., Certified ScrumMaster, SAFe).

**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		
Agility	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Identifies and manages required change and the associated risks:</p> <ul style="list-style-type: none"> <li>• Identifies alternative approaches and supports others to do the same</li> <li>• Proactively explains impact of changes</li> <li>• Anticipates and mitigates emotions of others</li> <li>• Anticipates obstacles and stays focused on goals</li> <li>• Makes decisions and takes action in uncertain situations and creates a backup plan</li> </ul>	<p><b>Description:</b> Adapts to and champions change, rapidly adjusting team processes and architectural strategies in response to evolving AI technologies, GoA priorities, and delivery models (e.g., AI Factory/ Garage).</p> <p><b>How it's demonstrated:</b> Proactively evaluates and integrates new AI tools, frameworks, and methodologies into architectural practice; coaches team members through shifts in technology and process; maintains optimism and resilience in a fast-paced, transformative environment.</p>
Develop Networks	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Leverages relationships to build input and perspective:</p> <ul style="list-style-type: none"> <li>• Looks broadly to engage</li> </ul>	<p><b>Description:</b> Builds and leverages extensive internal and external relationships to drive</p>

		<p>stakeholders</p> <ul style="list-style-type: none"> <li>• Open to perspectives towards long-term goals</li> <li>• Actively seeks input into change initiatives</li> <li>• Maintains stakeholder relationships</li> </ul>	<p>collaboration, secure buy-in, and integrate AI-first architectural practices across the GoA and with vendor partners.</p> <p><b>How it's demonstrated:</b> Establishes strong working relationships with ministry partners, other practice leads (e.g., AI Delivery and Enablement Branch), and external AI vendors; actively seeks and shares knowledge to influence decisions and advance AI adoption.</p>
<p>Build Collaborative Environments</p>	<p><input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/></p>	<p>Collaborates across functional areas and proactively addresses conflict:</p> <ul style="list-style-type: none"> <li>• Encourages broad thinking on projects, and works to eliminate barriers to progress</li> <li>• Facilitates communication and collaboration</li> <li>• Anticipates and reduces conflict at the outset</li> <li>• Credits others and gets talent recognized</li> <li>• Promotes collaboration and commitment</li> </ul>	<p><b>Description:</b> Fosters a collaborative and inclusive team environment, motivating and empowering Digital Architects to deliver high-quality, AI-enabled solutions while navigating complex stakeholder dynamics.</p> <p><b>How it's demonstrated:</b> Provides clear direction and constructive feedback to the architecture team; mediates technical and interpersonal conflicts; actively listens to and incorporates diverse perspectives to achieve shared architectural goals.</p>
<p>Develop Self and Others</p>	<p><input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/></p>	<p>Plans according to career goals and regular development:</p> <ul style="list-style-type: none"> <li>• Aligns personal goals with career goals</li> <li>• Leverages strengths; attempts stretch goals</li> <li>• Provides feedback and openly discusses team performance</li> <li>• Values team diversity, and supports personal development</li> </ul>	<p><b>Description:</b> Inspires, guides, and empowers the Digital Architecture team to achieve strategic objectives, championing the DM's vision for AI-Enabled Delivery and government modernization.</p> <p><b>How it's demonstrated:</b> Clearly articulates the AI-first architectural vision and its importance; delegates effectively,</p>

			<p>providing necessary autonomy and support; holds self and team accountable for compliant, AI-ready architectural outcomes.</p>
<p>Systems Thinking</p>	<p>○ ○ ● ○ ○</p>	<p>Takes a long-term view towards organization's objectives and how to achieve them:</p> <ul style="list-style-type: none"> <li>• Takes holistic long-term view of challenges and opportunities</li> <li>• Anticipates outcomes and potential impacts, seeks stakeholder perspectives</li> <li>• Works towards actions and plans aligned with APS values</li> <li>• Works with others to identify areas for collaboration</li> </ul>	<p><b>Description:</b> Considers long-term impacts and interdependencies of architectural decisions within the context of GoA's overall digital strategy, North Star vision, and the evolving AI economy.</p> <p><b>How it's demonstrated:</b> Analyzes complex technical and business problems through an AI lens, identifying opportunities for innovation and efficiency gains; develops architectural roadmaps that align with GoA IP ownership and technical debt remediation goals; anticipates future trends and challenges in AI architecture.</p>