POSITION DESCRIPTION

Directorate: Digital Canberra

Position Number: P61207

Division: Digital Health

Classification: Senior Information Technology Officer Grade C (SITOC)

Business Unit: Future Capability

Location: Hybrid working arrangements (Bowes Street and work from home)

Position Title: Solution Architect

Last Reviewed: 18/09/2026

Position Requirements: The successful applicant must be an Australian citizen and possess or acquire and maintain an Australian Government Security Vetting Agency (AGSVA) security clearance at the Negative Vetting 1 (NV1) level as an eligibility qualification. If AGSVA screening is not successful, your employment will not commence or, if already commenced, your employment will be reassessed.

The Australian Capital Territory Public Service (ACTPS) is a values-based organisation where all employees are expected to embody the prescribed core values of respect, integrity, collaboration and innovation, as well demonstrate the related signature behaviours.

DIRECTORATE OVERVIEW

Digital Canberra leads the ACT Government's technology, digital, data, and cyber security services. We strive to improve the lives of Canberrans through delivering and supporting digital government services that are easy to access, save time, and are safe to use. We achieve this while also looking to the future – making technology investment decisions that will transform Canberra into a genuinely connected city.

Digital Canberra leads the implementation of the ACT Digital Strategy and ACT Digital Health Strategy, manages ICT infrastructure for our hospitals, schools, and public service, and represents the ACT at national digital, data, and cyber security forums.

Digital Canberra has a diverse workforce across many functions and sites. We have an inclusive culture and we ensure our people are respected, valued, and involved.

DIVISION OVERVIEW

Digital Health Group provides high-level leadership, management and strategic advice in relation to technology capabilities across the ACT public health system.

We are responsible for:

- implementation and support of the Digital Health Strategy
- management of technology services and projects
- management of the relationship and services delivery by technology vendors
- development, implementation and maintenance of technology policies and procedures
- information management
- protective security.

BUSINESS UNIT OVERVIEW

Future Capability

The Future Capability Branch is responsible for the development and implementation of the ACT Digital Health Strategy, engagement with clinical and support areas to identify technology solutions to enhance the quality and efficiency of patient-centred care, and ensuring the operations of the Division occur within a robust governance framework. The Branch is comprised of multiple teams who are actively delivering new or improved technology capability across ACT's health services. We are responsible for reporting services, the ongoing maintenance and continuous improvement of data products in the Enterprise Data Platform, and we provide comprehensive data management services.

POSITION OVERVIEW

The Solutions Architect supports the design and implementation of digital health solutions within the public healthcare system. Working under the guidance of senior architects, this role focuses on creating practical and effective solution designs that address specific clinical and business needs. The Solutions Architect collaborates with technical teams, clinicians, and project stakeholders to ensure solutions are user-centred, technically sound, and aligned with digital health strategy and enterprise architecture principle.
This role plays a key part in ensuring that digital systems contribute to improved care delivery, patient safety, and operational efficiency.

WHAT YOU WILL DO

1. Design and document fit-for-purpose technical solutions in alignment with enterprise architecture and the divisions digital health goals.

2. Develop specifications, conceptual solution designs, and related artefacts to support the implementation of new systems and the modernisation of legacy environments.

3. Engage with clinical and business stakeholders to validate requirements and ensure solutions are safe, effective, and aligned with healthcare delivery needs.

4. Work closely with project teams, technical staff, and vendors to translate business requirements into technical designs and implementation plans.

5. Provide advice and support to delivery teams, system administrators, and security staff during the build and deployment phases.

6. Contribute to the development and continuous improvement of the Digital Health Strategic Roadmap and associated architectural standards.

7. Participate in solution assurance and review processes to support quality, performance, and compliance of digital health solutions.

8. Undertake other duties appropriate to this classification that contribute to the effective operations of the Directorate.

WHAT YOU REQUIRE

The following capabilities form the criteria that are required to perform the duties and responsibilities of the position.

Professional / Technical Skills and Knowledge

1. Demonstrated experience or knowledge in developing solution designs and technical specifications aligned to enterprise architecture and health system requirements.
2. Sound understanding of ICT systems and infrastructure including networking, integration, and security in the context of enterprise applications.
3. Proven ability to support project delivery teams in the implementation of technical solutions across clinical and business domains.

Behavioural Capabilities

1. Strong organisational skills with the ability to prioritise workloads and deliver quality outcomes within project timelines.
2. Effective communication skills, with the ability to convey technical information clearly to a wide range of stakeholders.
3. Display behaviours consistent with the ACTPS values of Respect, Integrity, Collaboration and Innovation.

Compliance Requirements

1. Prior to commencement, the successful candidate will be required to undergo a pre-employment National Police Check.