GIG CYMRU NHS WALES
Bwrdd Iechyd Addysgu Powys
Powys Teaching Health Board

CAJE REF/Cyfeirnod: 2024/0144

JOB TITLE: **Assistant Director of Digital Technology and Data Operations**
BAND: **8c**

Job Summary

Working at corporate level across the organisation with considerable freedom to act, the post holder will play a lead role in supporting PTHB in the development and implementation of PTHB's extensive customer focused transformational Technology, Data, Infrastructure and Cyber Security programmes, strategies and lead on the PTHB's internal audit controls for IT security and ensure a customer friendly user experience performance measurement framework.

A key role who will lead the review and delivery of the Health Board's design, on-going refinement, and evolution of the IT Infrastructure for integration/interoperability and technical data architecture.

Provide the Executive Management Team and Senior Leadership Team assurance related continued development in the areas of technical and data and user experience performance improvement and measurement. Expected to take ownership and manage all digital technical, data and advisory services for PTHB and collaborate with partner organisations on a range of highly complex, sensitive and contentious security issues, with a high degree of autonomy. Provide expert specialist advice on Informatics to ICT professionals, clinicians and all NHS Wales staff at PTHB.

A key strategic and operational member of the Digital Transformation Directorate, working at corporate level across the organisation with line management responsibility for the Technology, Data, procurement and highly Complex and large-scale improvement programmes of work.

Responsible to

Reporting: Chief Digital Information Officer	**Accountable: Chief Digital Information Officer**	**Professionally: Chief Digital Information Officer**

ESR Position Number: Cyf ESR.: 49027679 - Approval Date: Dyddiad Cymeradwyo:

Responsibilities and Duties

Responsible for the planning of all Digital Transformation activities and improvements required to deliver against the whole organisation digital requirements.

Lead and implement the Informatics Security Standards policies and procedures appropriate to business, technology and legal requirements in accordance with national compliance and NIS Regulations (Network and Information Systems Regulations).

Responsible for the organisation on-premise hosted and Cloud IT hosted infrastructure activity, regularly review to ensure it is maintained securely and risks are mitigated through best practices such as, secure access, access rights management, service separation, patch management.

Design and present regular Technical/Cyber compliance reports relating to Informatics and Security, network and internet activity of successful programmes of diverse complexity across the health and social care community.

Communicate highly sensitive and contentious information regarding lapses in adherence to local, regional or national policies. Such information could relate to, breach of IT/Cyber security protocols/policies, breach of information security, loss of data, Cyber-attacks on the organisation (locally or nationally) or advise on proposals that would not comply with expected levels of security. This list is not complete as the post holder has a very wide remit and the constant evolution of cyber threat to the NHS and other public bodies continues to present new challenges.

Provision of expert advice and guidance to the Executive Management Team on all aspects of Cyber Security and Information Security legislation and its application within PTHB.

Negotiate and influence significant national and local change programmes that have the potential to be contentious with internal and external stakeholders

Present and explain new and transformational ways of working, overcoming resistance to change and a desire to maintain the status quo in highly sensitive topics

Support the ambitious Digital Transformation Programme and ultimately deliver significant improvements to create a secure, fast, accessible modern Digital Platform. Actively promoting the effective use of information and technology at all levels within the Health Board to support the service improvement and modernisation agenda.

Design and create networks to ensure sufficient capacity and capability to support Digital Transformation and adoption.

Ensure new technologies and releases are reviewed, assessed and are compatible and securely integrate with existing technology, applications and associated policies.

Develop and present associated ICT Service business cases where investment is required to support the ICT Service Support function and improvement plan.

Advise and ensure compliance with the NIS Regulations (Network and Information Systems Regulations) and associated monitoring through audits conducted by National Audit committees.

Monitoring and reporting actual potential ICT Security breaches.

Developing and maintain security policies and procedures.

Management and maintenance of the Infrastructure and Cyber Security and Informatics adverse events.

Engage with all stakeholders to determine network and information governance and risk gaps and provide expert advice on recommended approaches required to ensure compliance and best practice.

Lead on determining and developing Infrastructure Cyber Security performance indicators, and future measures and objectives for system security, resilient networks and systems and staff awareness and training, consistent with national targets and local objectives.

Provide Strategic and operational Leadership support and assistance to Digital and Informatics Team members, and wider clinical and corporate operational groups to promote innovation for the use of information and technology, focused on embedding a culture of continuous improvement and high performance.

Work closely with the Digital and Informatics/ICT Departments to ensure data and system security, security monitoring, response and recovery planning.

Collate and analyse highly complex data to drive service improvement, working closely with the Information Services and ICT function to ensure the information requirements of each programme/project are adequately provided.

Ensure robust systems of Digital service governance (clinical, financial, staff, audit and risk management) are in place.

Produce dashboard performance reports, reporting on Infrastructure and cyber security progress, next steps, deliverables, resource requirements, risks and issues.

Continuously evaluate Digital Service trends and approaches, together with sharing and connecting knowledge and people. Reviews network infrastructure against security policies. Provide specialist analysis and advice to colleagues to inform policy decisions.

Lead and implement the planning, establishment, delivery and monitoring of programmes.

Responsible for the production, analysis and interpretation and presentation of highly complex statistical reports relating to implementation, expenditure and performance, ensuring that any discrepancies are appropriately investigated and resolved.

Respond to Cyber security-related questions and inquiries using established information security tools and procedures to resolve or make appropriate recommendations.

Assists in the implementation of appropriate security controls, including the assessment of the potential impact on existing access security mechanisms of specific planned technical changes, to help ensure that potential compromise or weakening of existing security controls is minimized.

Ensure timely and effective programme reporting and proactive escalation of issues and risks.

Lead in the implementation of appropriate security controls, including the assessment of the potential impact on existing access security mechanisms of specific planned technical changes, to help ensure that potential compromise or weakening of existing security controls is minimised.

Use influencing skills to ensure collaborative working to engender a level of quality improvement across the organisation.

Utilise benchmarking, trend information, audits and other available information in managing Digital Service delivery and performance.

Continually understand the changing level of cyber security threat, from a local and national perspective and react accordingly.

Produce technical documentation that provides all necessary information to allow continuing maintenance and development of systems and services.

Responsible for the On-Call requirements and ensure the ICT On Call arrangements are in place to support 24/7 ICT support for PTHB.

Communication
Ensure highly effective communication mechanisms and processes are in place to negotiate and consult with relevant stakeholders (internal across all levels of the organisation and externally) to achieve demonstrable and measurable Cyber Security Digital Service improvement outcomes.

Leadership
Provide effective leadership, motivation and expertise to Digital Transformation, and Informatics and patient facing colleagues.

Finance Management
Budget holder and significant responsibility over different departments and services for Digital Asset and Licence Procurement and accountable for budget setting, selecting suppliers or authorising purchases considering cost, quality, delivery time and reliability for all PTHB Digital requirements and Management of the discretionary capital and revenue budget for major digital projects, providing reports to the appropriate governance committee.

PERSON SPECIFICATION

Qualifications and Knowledge

Essential

Educated to master's level or equivalent level of knowledge theoretical and experience in the field of IT, Data, Infrastructure & Cyber Security
Information Technology Infrastructure Library (ITIL) Service Management Foundation certified
Evidence of continuous professional development at senior management level and record of development

Desirable

CISSP or working towards
ITIL Intermediate or Expert
Ability to train others on Infrastructure transformation and Cyber Security

Experience

Essential

Significant experience of working at a senior level within an IT technology role
Significant experience with working within a regulated Information Security Management System
Extensive experience of development and implementation of Cyber Security improvements
Expert knowledge of Information Security Management System
Demonstrable experience consulting, contracting and negotiating in a senior capacity with key partners across NHS Wales, Welsh Government and the organisational boundaries and wider Public Sector/voluntary sector in Wales
Contract management experience
Knowledge of the requirements of ISO27001, ISO 25999 standards
Understanding of the All-Wales Infrastructure Programme (AWIP)
Knowledge of Regulatory Compliance issues applicable to IT Systems and Services and National Information and System regulations (NIS)
Statistical Process Monitoring
Knowledge of Change Control and Validation systems
Statistical Process Monitoring
Computer literate and working knowledge of Microsoft, Stream and Incident reporting systems
Communicate effectively both written and oral to a high level
Track record of effectively managing and developing teams and capability often with specialist technical skills and ability to problem solve
Highly developed ability to think logically and clearly, analyse problems and develop improvement strategies
Highly developed ability to investigate incidents effectively
Demonstrate good project management and leadership skills at a senior management level

Desirable
Experience as an IT Service Manager
Expert knowledge of Root Cause Analysis and Error Management
Working knowledge of the requirements of ISO27001 and ISO25999 standard
Knowledge of electronic recording processes
Ability to perform audits and identify actions
Experience of Cyber Assessment Framework (CAF)

Skills and Attributes

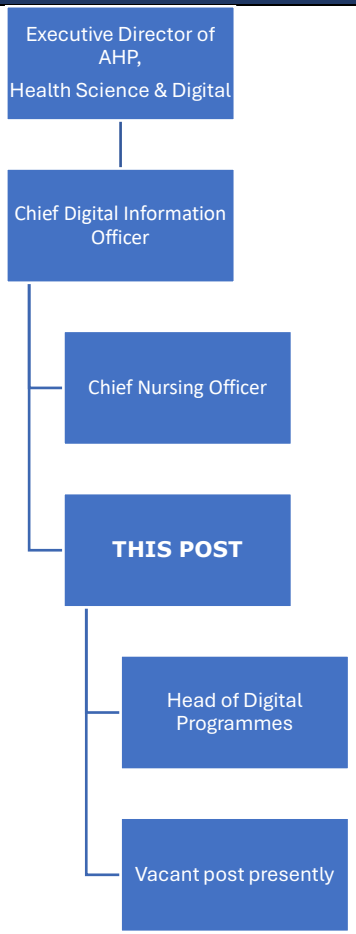
Essential
Advanced understanding of key NHS targets, performance measures and current priorities within NHS Wales Digital First Agenda
Ability to communicate at Executive level and provide highly complex concepts and ideas in an accessible manner for consumption by the Board and Executive Directors/Independent members
Skills in developing new ways of working
Excellent planning skills, able to plan effectively against deadlines to produce timely outputs and deliverables
Motivate and implement IT Service improvement across the organisation
Ability to communicate effectively using excellent communication skills, including strong report writing and presentation skills
Excellent analytical skills to develop, read, interpret and disseminate complex information to others
Perform and deliver under pressure
Clear leadership skills, influencing and team building skills
Prioritise work within a pressured environment
Act independently and on own initiative
Deal with confidential issues in a professional and sensitive manner

Desirable
Ability to speak Welsh

Other

Essential
Excellent people management skills
Excellent budget management skills
Knowledge, understanding and application of equal opportunities
Ability to undertake regular travel to other locations within the organisation and beyond

Organisational Chart



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