Catalyst is Northern Ireland's next generation science park. An independent, not-for-profit organisation, our vision for Northern Ireland is a community of innovators so powerful its people can change the world.

Over 3,000 engineers, researchers, entrepreneurs and executives work on our campuses enabling us to invest the surplus generated from our property operations to provide the underwriting necessary for our community-led support ecosystem that supports over 800 entrepreneurs per year in Northern Ireland. We are a force for good, bold in our approach, with integrity at our core and passion in everything we do.

Current Provision

Catalyst has a current workforce of ~35 staff, working across our Real Estate, Finance, HR & Programme functions, from 2 main sites in Queens Road & Derry ~ Londonderry as well as two satellite sites in Central Belfast & Ballymena, with most staff working flexibly across these four sites as well as from home and while travelling.
Current IT provision utilises in-house servers on the main & one back-up site, with operational IT support of existing servers and Windows & Apple devices provided by a third-party contractor.

In addition to mail & file servers our current provision also includes campus real estate management systems including building management, access control and security systems.

We are looking for an experienced IT Consultant to provide independent expert advice to the Executive Team on all aspects of internal and external IT strategy to help us optimise and future-proof our IT systems.

This initial assignment will be for advisory across a three-month period in the first instance but may be extended to include the provision of strategic and audit focussed guidance to the Executive team on an on-going basis.

The initial output will be a report providing implementation recommendations, followed by strategic oversight of the operational implementation of the recommendations.

Key areas include:

• Recommend improvements to the organisation's existing IT infrastructure which will enable us to scale and expand in a cost-effective manner;
• Set up processes to enable an efficient and paperless organisation;
• Identify and scope technology solutions to deliver on our vision and aims.

This is a great opportunity to play a key part of an exciting organisation.

Deliverables

- Assessment of existing provision;
- Recommendations on future data storage solutions and IT system including desktops;
- Recommendations on appropriate cyber security solutions;
- Oversee third party deployment of significant software upgrade;
- Oversee third party executing major data migration exercise, current storage space ~ 8TB;
- Use expertise to support the executive team to deliver an IT strategy and forward-looking action plan for the next 3 years;
- Provide advice on future IT procurement exercises.

Essential Criteria

For this role you'll need to have the following skills and experience;

- A proven track record in an office centric ICT environment, consulting at board or other senior level;
- Experience of delivering digital transformation and major change projects;
- The ability to report actionable recommendations with a focus on cost & benefit;
- The ability to work with partners and advisers to deliver value for money services;
- Experience of developing strategies that have improved service delivery and value for money;
- Knowledge in support of networks, systems, applications and hardware to include but not limited to Windows, MacOs, MS Office, IOS. Android & Linux based systems.

You are hereby invited to quote for the above project, as detailed in the attached Terms of Reference.