

AI Role Card

Define one AI delivery role precisely enough to hire for it, budget it, and know within ninety days whether it worked.

One card per role. Fill it with the executive who would fund the role and the leader it would report to. If you cannot complete the "owns" and "does not own" lines, the role is not ready to hire.

Role name

Forward Deployed Engineer, AI Workflow Engineer, or your own name for it.

The outcome it owns

One sentence. Not a set of tasks — the result this person answers for.

Where it sits

Which team, which business unit, and who it reports to.

Decisions it makes alone

What this person can decide without convening anyone. Be generous, or the role will stall.

What it explicitly does not own

The boundary. Most role failures happen here, not in the job description.

Who it works beside

The named counterpart in the business, and the named counterpart in engineering.

Ninety-day signals

What you would see, by then, if it is working. Observable, not aspirational.

Measures after that

Adoption on one side, outcome on the other — each with today's baseline.

What would make you stop

The condition under which you would close the role. Write it now, while it is cheap.

— HOW TO READ IT

Ready

Every line filled, and the "does not own" list is as specific as the "owns" line.

Not yet

The outcome is a list of tasks, or nobody can name the counterpart in the business.

Do not hire

The role exists to prove AI adoption rather than to own a result.

A role nobody can describe in one sentence is a headcount request, not a role. The hardest line is "what it does not own" — and it is the one that decides whether the role survives its first quarter.