

## Person Specification

<b>Housing Manager</b>	
<b>Experience/ Knowledge</b>	<p>Significant experience working within a local authority housing service or the affordable housing sector; and detailed knowledge of functions around housing supply, need and quality, including s106 Agreements, private sector renewal</p> <p>Experience of developing and delivering housing strategy, underpinned by strong performance management</p> <p>Experience of managing housing options, homelessness and domestic abuse support services including involvement in a multi-agency framework and awareness of risk-assessment and safety-planning</p> <p>Experience of leading, managing and successfully delivering projects, both internal and externally funded, involving a broad range of partners</p> <p>Experience of working with partners and communities, in a way that builds trust and strong relationships to maximise positive impacts.</p> <p>Experience of interpreting complex legislation, policy and guidance to inform the development of local strategies, policies and procedures which are compliant with national requirements and represent good practice</p> <p>Experience of commissioning and managing funded projects and services delivered through Management, Grant and Service Level Agreements</p>
<b>Qualifications</b>	<p>Educated to degree level 6 or equivalent</p> <p>Housing specific qualification, would be an advantage</p> <p>Recognised housing professional membership, would be an advantage</p>
<b>Competencies/ Skills</b>	<p>Excellent written and verbal communication skills, including report and funding bid writing</p> <p>Excellent IT skills with a good working knowledge of Microsoft Office</p>

<p><b>Personal Qualities and Attributes</b></p>	<p>Ability to use own initiative and organise and manage own workload to meet priorities with minimal supervision.</p> <p>Ability to encourage innovation and new ways of working to achieve outcomes with limited resources; with a can do, make it happen attitude.</p> <p>Ability to work under pressure to tight deadlines in an environment of conflicting priorities</p> <p>Ability to work collaboratively with senior officers, Elected Members, managers, staff, colleagues and partners.</p>
<p><b>Personal Circumstances</b></p>	<p>The job will involve some occasional evening working.</p>