

## ***Permanent and interim opportunities***

***Bulletin No. 89***

***3 February 2009***

***Permanent  
role***



***West London  
based***

# **Group Head of Communications**

***c.£60k + benefits***

Catalyst provides more than 15,000 homes across West and North West London and in Oxfordshire, Berkshire and Buckinghamshire. Our work includes general needs housing, regeneration schemes, sheltered and special needs housing, residential care homes, low cost home ownership, and key worker accommodation.

We are looking for a skilled senior communications professional with a strong track record of achievement in public relations and/or associated fields.

You will lead the Group's strategic communications with external audiences and key stakeholders, in order to manage the Group's reputation and achieve specific objectives vital to the Group's overall success. You will articulate and implement a strategic communications strategy for the Group that will influence what appears in the public and policy agendas, so that our audience is sufficiently educated in the part they need to play in investing in the solutions.

For information about us, please visit [www.chg.org.uk](http://www.chg.org.uk).

***For an informal discussion, please contact Clare Roberts on 0780 157 9964, [clare@campbelltickell.com](mailto:clare@campbelltickell.com). For details, visit [www.campbelltickell.com](http://www.campbelltickell.com) or contact Sumaia Migou on 020 8830 6777, [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com).***

***Closing date for applications: Wednesday 11 February, 12 noon.***

***Urgent!***

***Permanent  
role***



***North West  
London***

# **Co-op Manager**

***£35-40k***

Brent Community Housing is a housing co-operative managing 120 homes in Brent and Hackney for major housing associations and for another co-op. BCH is going through a period of transition and needs a dynamic housing professional to take charge of its operations and work with the Management Committee to develop a clear forward strategy.

The organisation has an active Management Committee committed to moving the organisation forward. It has a healthy financial position, and a small staff team.

The role is based at the Co-op's offices in Queens Park.

You will be a self-starter, with housing management experience, and a background of working in a co-op or a small housing association. You will have worked with and supported voluntary committee members. You will be able to write reports and collate performance information, and you will have experience of budgetary control. You will be committed to working with residents.

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***Deadline for applications Thursday 5<sup>th</sup> February.  
First interviews Saturday 7<sup>th</sup> February.***

## ***Seeking interim or permanent work?***

***Send us your CV and tell us what you're looking for: [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com).  
For a confidential chat, please call Clare on 0780 157 9964, or Greg or James on 020 8830 6777.***

***To find out more about us, visit our website: [www.campbelltickell.com](http://www.campbelltickell.com).***

**Interim role**  
*(poss temp to perm)*

**Urgent!**

**London**

# **Assistant Director Business Management**

**Full time preferred**

**6 months**

**PAYE c.£70k or day rate (negotiable)**

Medium sized housing group with three principal subsidiaries requires an experienced and senior manager to take charge of key corporate functions.

Reporting to the Group Chief Executive, you will manage the governance and corporate services to maximise their effectiveness and deliver compliance with best practice and regulatory requirements. You will act as Company Secretary to all Group members, ensuring they comply with their constitutions and meet all statutory and regulatory requirements. You will establish and manage a range of group-wide projects. You will co-ordinate the production of the corporate strategy and corporate plans. You will at the same time oversee the group's work on Diversity, Health and Safety, and Data Protection.

You will be able to demonstrate:

- The ability to bring together diverse teams
- Experience of managing cultural change
- The ability to deliver performance in line with regulatory requirements
- An understanding of how to use resources effectively to achieve corporate aims
- The ability to plan and prioritise by balancing operational and management needs and actively managing risk
- Highly developed problem solving, negotiating and project management skills
- An analytical and forward thinking approach, with good strategic grasp
- Excellent influencing and facilitation skills
- Initiative and self motivation

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***Closing date: Friday 6 February, 12 noon.***

**Urgent!**

**Interim role**

**South London**

# Head of Decent Homes Programme

**Full time preferred**

**c.6 months**

**Day rate (negotiable)**

Medium sized stock transfer housing association urgently requires an experienced asset management professional to lead the implementation and delivery of its £17m housing capital programme.

Reporting to the Director of Asset Management, you will:

- *Have financial responsibility for the delivery of the programme*
- *Establish a programme of works to ensure resources are maximised*
- *Manage the delivery of the Capital Programme with a focus on achieving the Decent Homes Standard by the agreed timescale*
- *Lead on capital procurement providing the strategy, support and advice to ensure the delivery of programme*
- *Ensure that the investment programme meets the relevant KPIs*
- *Formulate team goals and evaluate performance*
- *Be responsible for the asset management database, project programme, performance, and management information*

You will have a track record of developing and delivering major property improvement programmes. You will have the ability to get the best out of your staff. You will have strong negotiating ability, and experience of working collaboratively with partners and contractors. You will have experience of working effectively and positively with residents.

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***Closing date: Friday 6 February, 12 noon.***



*To unleash your potential, change here ↑*

*You've certainly got some super heroic qualities. You're a high flyer. And you're never happier than when you're thinking outside the box. If you've also got the right combination of commercial flair and public spirit, think about joining us. Guiding our highly successful housing organisation through a time of major positive change, you'll make us more strategic, responsive and focused than ever. In return, you can expect great career prospects – and the chance to prove what you're really capable of achieving.*

## Head of Property Services

£65,000 & excellent benefits package  
London W8

It's all important that you see the big picture in terms of strategy and growth. But at the same time, it's vital that you take a proactive approach to day-to-day maintenance issues. In this strategic role, you'll enable us to excel in every area. Managing our hugely diverse property portfolio, you'll build strong relationships with colleagues, customers and contractors alike. Along with proven leadership skills, you must have a successful track record in maintenance and asset management. Throughout your work, you'll reflect our ethos – socially aware, commercial and dynamic.



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**Interim role**

**South London**

## **IT Project Manager**

**1-2 days/week**

**c. March to May 2009**

**Day rate negotiable to max. £400**

Specialist supported housing provider requires an experienced project manager to support the implementation of a new ICT system. Following selection of the new suppliers (due by end February 2009), the Project Manager will be needed to liaise with the suppliers and undertake the technical project management for the implementation, reporting back regularly to the Project Director.

The following skills are required:

- IT project management
- Supplier relationships
- Understanding of server technology
- Understanding of virtualisation
- Understanding of communications technology

**For an informal discussion, please contact David Mynors on 07968 497 667, [clare@campbelltickell.com](mailto:clare@campbelltickell.com). For details, contact Sumaia Migou on 020 8830 6777, [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com).**

**Closing date: Friday 6 February, 12 noon.**

***Coming soon***

**Permanent roles**

**London**

## **Director of Resources Director of Performance & Service Improvement**

Substantial ALMO requires able, experienced and dynamic leaders for these two key roles. To express an interest, contact Sumaia Migou on 020 8830 6777, [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com).

**Non-executive role**

**London**

## **Independent Board Director**

Large recently established ALMO requires a senior finance professional to join its voluntary Board.

The role is not remunerated, but reasonable expenses will be paid.

**To express an interest, contact Sumaia Migou on 020 8830 6777, [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com).**

**Coming soon...**

**Voluntary role**

**Hampshire**

## **Chair of the Board**

**c.£10k per annum**

Medium sized housing association will shortly be seeking a new Board Chair.

**To express an interest, please contact Sumaia Migou on 020 8830 6777 or e-mail [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com). For an informal discussion, please contact James Tickell on 020 8830 6777, [james@campbelltickell.com](mailto:james@campbelltickell.com).**

### **Seeking voluntary Board membership?**

**We have an increasing number of housing associations and ALMOs that are seeking independent Board members with a range of skills and experience. If you are interested, tell us your preferred area(s)/region(s), and the type(s) and size of organisations in which you're interested. Please also send us an up to date CV and details of two referees.**

**Send these details to [recruitment@campbelltickell.com](mailto:recruitment@campbelltickell.com), or you can contact Sumaia Migou on 020 8830 6777.**