

CAMPBELL
TICKELL



Teachers' Housing Association Board Members

October 2024

Your application

Thank you very much for your interest in these Board Member posts at Teachers' Housing Association. On the following pages, you will find details of the role and the selection process to assist you in completing and tailoring your application.

You will no doubt do your own due diligence but do read this pack carefully as it will provide you with a good overview of the organisation and role. After you have done that, please feel free to get in touch with me, so that we can talk through your offer and get a sense of how that aligns to what Teachers' Housing Association is seeking.

To apply, we will need the following from you:

- A CV. Make sure this confirms your current/most recent roles (you can sum up earlier roles, say before the last 15 years), tell us about your achievements so we get a picture of your skills and experience, and try to keep it to two pages or three at most;
- A personal statement. We want to hear about your motivation, why this role/ organisation, and you will also want to evidence how relevant your offer is to the role specification; again ideally in two to three pages; and
- The declaration form, which is accessible via the role page on our website and includes space to indicate if you cannot attend any of the interview dates.

Please submit your completed application documents using the online form, which is accessible via our jobs page: www.campbelltickell.com/jobs. You will receive an email confirmation and see an onscreen confirmation message after submitting your application, but if you have any issues, you can call 020 3434 0990.

The role closes at 9am, Monday 4th November 2024. Please ensure we receive your application in good time.

Do call me if you wish to have an informal discussion about the role and organisation, or if you have any other questions to help you decide whether to apply.

Kind regards,

Kelly Shaw

Senior Associate Consultant
07900 363 803

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Welcome from the Chair

On behalf of the Teachers Housing Association (THA), I am pleased to invite you to consider joining our Board of Directors.

For over 50 years, THA has been committed to supporting teachers and education professionals by providing affordable, quality housing and creating thriving communities. We believe our founding vision remains as relevant today as ever.

This is an exciting time to join us. With a refreshed Senior Leadership Team, we've taken significant steps to enhance our operations, maximise our impact, and realise our full potential. Our mission and values have been reinvigorated as we continue to grow and adapt to the evolving needs of those we serve. The involvement of dedicated and passionate individuals like yourself is crucial to our continued success.

As a Board member, you'll play a vital role in governance, finance, risk, compliance, regulation, performance, and culture. You'll have the opportunity to shape the strategic direction of THA, ensuring we remain innovative and responsive to the housing needs of education professionals and key workers.

We're seeking two new Board members with a strong understanding of the challenges and opportunities facing smaller housing providers. One position will focus on strategic asset management and development, while the other will have an emphasis on business management with a focus on organisational change and transformation. We're also looking for individuals who are committed to our mission and can bring diverse experiences, perspectives, and leadership to the Board.

If you're excited by these opportunities, please reach out to Campbell Tickell to schedule a conversation and explore how your unique skills can help drive our mission forward.

Thank you for considering the opportunity to contribute to Teachers' Housing Association. Together, we can continue making a meaningful difference in the lives of those who dedicate themselves to educating the next generation.

Best wishes,



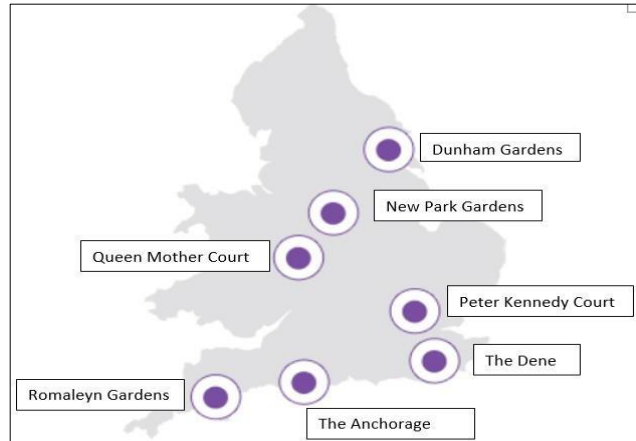
Maurice Rumbold
Chair

About Teachers' Housing Association

Our History

Teachers' Housing Association (THA) was set up by National Teaching Unions in 1967 through the Teachers Benevolent Fund Society to provide rented accommodation for people in housing need, particularly those associated with education. We now own just under 600 homes including sheltered housing for older people nationwide and housing for teachers and others in need in the Greater London area. We also manage homes for Thrale Almshouses.

THA are based in Holborn, but provide sheltered and general needs accommodation across England, with half our homes in London. As a 'niche' provider of social housing for Teachers and people working in Education, we strongly believe that we have an important role to play in continue highlighting the need for key worker housing and meet the housing needs in localities by working closely with Local Authorities (LA's) and mainstream Housing Association (HAs) where practical solutions can be found by collaborating with each other.



Mission

Our mission is to deliver local, affordable, good quality housing for key workers, especially people in education.

Values

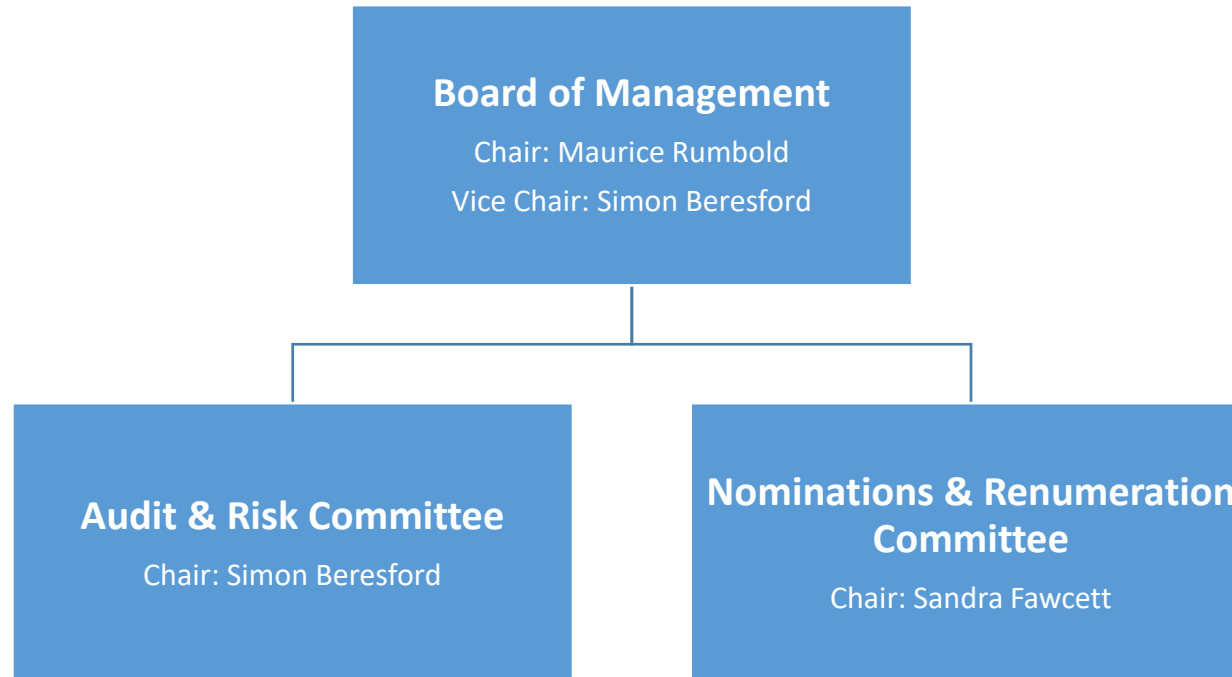
We believe a secure home and good education provides a solid foundation to help families and children succeed in the future. We will:

- Provide good quality affordable homes to support local key workers especially those in education
- Treat our customers fairly, impartially and with empathy
- Communicate clearly and keep our promises
- Use our tenant rental income wisely and deliver value for money services
- Celebrate diversity and ensure equality and inclusion in all areas of our work

Further information about THA you can viewed [here](#)

- Our Management team and Board can be viewed [here](#)
- 2023 annual report can be viewed [here](#)
- Our Tenant Satisfaction Measures (TSM's) can be viewed [here](#)

Board and committee structure



Task and Finish Groups

The Board may set up task and finish (or working) groups, as required, to focus on a specific issue that is time limited. They may meet on an ad hoc basis as required and will report back to Board.

Role profile

Job Title:	Board Member
Reports to:	Chair of the Board

- The role of the Board Members is to provide leadership to Teachers’ Housing Association (THA) and determine its vision and strategy, manage risks, control the organisation’s affairs and ensure legal and regulatory compliance.
- This role profile is relevant for all members of the Board including the officer positions of Chair and Vice Chair. Board Members are collectively responsible for setting the strategic direction of the organisation and ensuring its long-term success. They must ensure, working with the Senior Management Team, that the organisation achieves its aims and objectives efficiently, effectively and in accordance with legal and regulatory requirements.
- The role of the Board Member is to add value to THA’s business by contributing experience, expertise, and insight in order to help determine strategy, direction and control in the interests of tenants and leaseholders, other service users and the wider community.
- All Board Members share responsibility for the Board of Management’s decisions. Each Board Member should act only in the interests of THA and not on behalf of any constituency or interest group. Board Members should put the interests of the organisation before their own interests.

Responsibilities

Strategic leadership:

1. Develop and promote the values of THA and ensure they are at the heart of everything the Board does
2. Define and drive pursuit of the organisation’s vision and strategic direction
3. Agree strategies, policies and plans which enable the organisation to achieve its strategic objectives
4. Exercise sound financial and risk management to ensure the long term success of THA
5. Make decisions which are in the best interests of THA and its customers
6. Establish and oversee a framework of delegation and internal control
7. Monitor the organisation’s performance against its strategic objectives
8. Support and challenge the Senior Management Team to ensure the efficient and effective management of the organisation
9. Function as an ambassador for the organisation and promote its aims, values and work
10. Delegate operational responsibility, and set key performance targets for the Chief Executive and Senior Management Team
11. Ensure all corporate activity satisfies legal, regulatory, and organisational requirements
12. Establish a framework of prudent and effective controls that enable risk to be properly assessed and managed and to ensure the organisation’s on-going viability

Governance:

13. Ensure that THA acts in accordance with its Constitution, Governance Framework, and the relevant legal and regulatory requirements and that its obligations to its stakeholders are fully understood and enacted
14. Agree a governance structure which best facilitates delivery of the organisation's strategic objectives and populate this accordingly
15. Establish mechanisms by which the Board communicates with and receives insight from key stakeholders
16. Appoint (and if necessary, remove) the Chief Executive
17. Take appropriate advice, including external advice where necessary, to make robust decisions

Conduct:

19. Prepare for and attend Board meetings, committees, working groups and internal and external stakeholder events as required
20. Make an effective and engaged contribution to strategic discussion, debate and decision making
21. Maintain appropriate standards of behaviour in accordance with the Code of Conduct and role model these for the organisation.

People:

22. Maintain good relationships with other Board members, Senior staff and other key members of staff and external stakeholders

Person specification

Experience and knowledge

Board members should possess one or more of the following attributes:

- Senior level experience of working within an organisation of a similar scale and complexity
- Experience in a non-executive role
- Relevant experience and knowledge

Skills and abilities

While each Board member will make a unique, important and valuable contribution to the Board's work and their diverse skills, experiences and perspectives strengthen the Board, THA has identified the following core competencies that all Board members need. However, it is recognised that individual members will not all be at the same level on every competency.

- Ability to think and communicate constructively, critically, objectively and clearly
- Ability to listen and ask relevant questions
- Ability to understand the diverse needs, preferences and experiences of current and future tenants to improve services
- Ability to interpret and challenge financial information about THA's business, and to promote the efficient, effective and prudent use of resources to achieve THA's objectives
- Ability to scrutinise and provide feedback on performance
- Ability to evaluate risks, and to ensure that THA has measures in place to manage risks in the most cost-effective way
- Appreciation of, respect for, and willingness to work with others from a diverse range of backgrounds, as part of a team
- Lead and represent an organisation at the most senior level, giving a strong sense of strategic direction
- Read and analyse complex information and draw out key points for discussion
- Manage different views and build consensus through persuasive discussion
- Make balanced and informed decisions
- Balance constructive challenge with support

Personal qualities

- Passionate about THA's vision and values
- Committed to accountability, openness, transparency, and equality of opportunity
- A strong, credible leader
- Works well in a team
- Open, engaging, and enthusiastic
- Honest and possessing integrity
- Committed to the future of the organisation and all its customers.

Commitment

- Makes sufficient time available to conduct the role effectively (8-10 days per year)
- Gets to know and understand the organisation
- Abides by its values and policies
- To participate in learning and development activities that develop personal effectiveness including annual appraisal and assist in improving the overall performance of the Board.

Values and ethics

All Board Members need to demonstrate commitment to:

- the mission and values of THA
- the principles and practices of collective Board responsibility and decision making
- tenants, leaseholders, and other service users
- the wider community in which THA operates

Key terms and conditions

Remuneration

£2,500 pa

Board Member remuneration is not intended to fully compensate the time and commitment needed to fulfil the role. It recognises the significant level of responsibilities, both business and legal and in particular the demands of the Chair and recognises the need for individual Board members to commit the time necessary to delivering these responsibilities. All reasonable expenses incurred by a Board Member attending official THA business will also be re-imbursed.

Time commitment

We estimate that the Board post requires a commitment of between 8 - 10 days per year. These are not full days, and include time for preparing for Board meetings, as well as other ad hoc events.

There will be an induction programme for the newly appointed Board Member to ensure that you can settle into your role, and this will require some additional time commitment at the beginning of your appointment.

THA are committed to ensuring that Board Members have access to further training and development, and the opportunity to attend conferences and other events as a representative of Teachers' Housing.

Location

Meetings are currently held either in Holborn WC1N 3QU, or at a central London venue accessible to all. Meetings are usually held face to face, Thursday mornings, but can vary.

Online meeting facility will be made available to members who are not able to attend meeting(s) in person due to exceptional circumstances.

Committee Meetings are usually held virtually via MS Teams.

Board Meeting Schedule

All meetings are held between 10am to 1pm in person. The upcoming schedule includes the following dates:

- Thursday 20th March 2025
- Thursday 24th July 2025
- Tuesday 16th September 2025
- Thursday 11th December 2025
- Friday 13th March 2026

Key dates and the selection process

Closing date: Monday 4th November 2024 at 9am

We will be in touch by **Tuesday 12th November 2024** to advise on the outcome of your application.

First interviews: Friday 15th November 2024

Longlisted candidates will be interviewed virtually using Microsoft Teams by a Campbell Tickell panel.

Final interviews: Wednesday 27th November 2024

Shortlisted candidates will be interviewed by a Board member recruitment panel comprising:

- Board Chair – Maurice Rumbold
- Chair of the Nominations and Remuneration Committee – Sandra Fawcett
- Board Member - Neil Fuller
- Chief Executive (supporting) – Guy Robinson

Appointments will be confirmed at the Board meeting in December 2024

teachers' housing association

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Join us in shaping
the future of housing for
teachers and key workers.

At Teachers' Housing Association (THA), we believe that providing homes for teachers and education professionals is just as vital today as it was when we were founded over 50 years ago.

With just under 600 homes across London and the UK, we've grown steadily since 1967, and we're proud of the impact we've made on the communities we serve. As an organisation that has reconnected with its roots, we're excited about our future. With a refreshed senior leadership team, a renewed mission, and a strong focus on housing key workers we're building a robust foundation for the next chapter.

We're looking for two dynamic new Board members to join our forward-thinking team. As part of our Board, you'll play a key role in shaping the strategic direction of THA, directly influencing our approach to ensure we

remain strong and relevant in meeting the housing needs of future generations of education professionals.

For these roles, we're seeking individuals with an appreciation of the landscape for smaller housing providers. One Board position will focus on strategic asset management and development, while the other will prioritise business management with expertise in organisational change and transformation.

This is your chance to help shape the future of THA and make a meaningful impact on the lives of our residents and local communities.

For an informal discussion, contact **Kelly Shaw** on **07900 363803**, or email kelly.shaw@campbelltickell.com.

A job pack is available at www.campbelltickell.com/jobs/
Closes | Monday 4th November | 9am

Board Members x2

London | £2,500 pa



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