



soha

# Director of Finance and Resources

Recruitment Pack | May 2026



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## Your application

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Thank you very much for your interest in the role of Director of Finance and Resources with Soha. 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 please read this pack carefully as it will provide you with an overview of the organisation and role.

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 supporting statement.** We want to hear about your motivation, why this role/ why Soha, 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](http://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.

Please ensure we receive your application in good time: **The role closes on Tuesday 2<sup>nd</sup> June 2026 at 9:00am.**

Please do contact 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. I look forward to discussing this opportunity with you.

Kind regards,

*Hayley Sheldon*

**Search Consultant**  
**07931 432070**

[Hayley.Sheldon@campbelltickell.com](mailto:Hayley.Sheldon@campbelltickell.com)

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## Welcome to Soha

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Dear prospective candidate,

Thank you for your interest in the role of Director of Finance and Resources here at Soha. It is a fantastic role, and I hope that after reading this document you get a feel for what we are seeking, and the kind of organisation we are.

Roughly twenty-seven years after we were founded from a local authority stock transfer, we are an organisation that is stronger than ever, and we have a bright future ahead of us. As a community mutual organisation, our 800 resident and staff shareholders have a say in how we are run. That direct engagement from residents into all the key decisions we make is at the heart of our organisation and means that embeddedness in our communities is part of our DNA.

While the operating environment means we face the same myriad challenges that press upon all social housing organisations, our finances are healthy and provide a strong platform for us to plan and grow - our operating margin and surplus are solid. This allows us to continue developing new homes at scale, an area of activity which historically we have been known for and which we are ambitious to continue with. Funding development does of course mean that we have some reasonably significant borrowing (c.£360m), and prudent management of our debt portfolio remains key.

Beyond finance, this role leads on IT, which is an area we have identified as being in need of greater strategic focus, to make sure that we have the right systems in place to support the business. A new finance system has just been launched and in the coming years we will be looking at how IT supports a number of key functions, and you will be called on to guide and steer that conversation.

Our staff teams are strong, including in the finance and IT teams, and you will be joining a positive culture of which we are extremely proud. In a recent survey 99% of our staff said that they are proud to work at Soha, and the same number stated that they intend to stay with the organisation.

While we believe that we are a well-run and high-performing organisation, we are not complacent and know there is always room to improve on how we deliver for our residents. As such beyond technical background, we seek energy, enthusiasm and passion from our new Director to help take us forward as an organisation. You will be a qualified senior finance professional, either operating at Director level already or ready to take the step-up to this level.

Once again, thank you for your interest in the role and we look forward to receiving your application.

Best Wishes,

Kate

**Kate Wareing | Chief Executive**



## About Soha

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Soha provides great quality, affordable homes for people who cannot afford to rent or buy in the private sector across Oxfordshire and beyond. Our story began in 1997 when local council housing tenants in South Oxfordshire voted to transfer their homes to a new organisation. Over 5,000 homes were moved over and after the transfer, we invested in improving the conditions of the properties we'd taken over.

We have grown considerably since that time and have been an active developer of new homes - today we have over 8,000 homes. We remain firmly committed to our local geography and our homes are all within one hour of Didcot. We have homes in all adjacent districts to South Oxfordshire, and as far east as Chesham and as far west as Royal Wootton Bassett. Our portfolio consists of social housing, shared ownership, key worker housing and independent living accommodation, as well as four extra care housing schemes.

We recognise how crucial it is that we continue to support the supply of affordable housing in our region, given unprecedented levels of demand. We work in close partnership with our local authorities to support them to meet their homelessness obligations, and with a wide range of partners to deliver the permanent homes our communities need. In 2024 we partnered with Hook Norton Community Land Trust to build absolute net zero homes, winning the Inside Housing Development Award for Best Affordable Housing.

Soha is a friendly team of around 250 colleagues, who show us every day how much they care about our work and its impact on our tenants, neighbourhoods, and communities. We are proud to have a G1/V2 assessment from the Regulator of Social Housing.

### Mutuality

We are a fully mutualised organisation. Shareholding membership is open to tenants, shared owners, leaseholders, and staff, and our members make the most important decisions at Soha, including changes to rules, Board appointments, and how we invest in resident and community involvement. Members also hold the Board to account and monitor our performance. Our mutuality gives us a unique perspective and means that we are deeply rooted in our communities, and mutuality informs all that we do.

**Our vision** is for vibrant, sustainable and resilient communities where everyone can find a home.

**Our values** shape all that we do. We are and will be:

- **Mutual** - we belong to our residents and communities and make decisions together.
- **Committed to residents** - we put residents' wellbeing first and go the extra mile.
- **Open and honest** - we are clear about what we can and can't do, and share information so we can be held to account.
- **Invested in local communities** - we are passionate about building stronger communities, in partnership with others.
- **Here for the long term** - we are planning well now to build homes for the future.

### Further reading

- Biographies of our leadership team [here](#) and our Boards [here](#).
- A blueprint for the future - Soha's plans for 2025-2030 [here](#).
- Financial statements year 2024/25 [here](#).



## Job Description

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**Reports to:** Chief Executive

**Direct reports:** Finance, Head of IT, Governance Manager, PA to Directors

### Main responsibilities

1. To contribute to the strategic leadership of Soha, through full participation in the work of the Directors' team, ensuring resources are in place and aligned with Soha's corporate plan objectives and plans.
2. Leadership of Soha's business plan production and financial and risk management processes.
3. Oversight of regulatory reporting, including Soha's compliance against regulatory standards.
4. Oversight of IT delivery including operational support and the development of IT system implementation to support business transformation and improve customer experience.
5. To be an active member of our Directors and Senior Leadership Teams working with colleagues to help deliver Soha's corporate plan objectives.
6. To develop and implement appropriate procedures, controls, reporting and strategy as necessary, ensuring appropriate Board oversight of performance and key business risks.
7. To lead the teams in the Finance and Resources Directorate in a manner that aligns with Soha's values and embeds our commitment to meaningful resident and staff engagement and participation.

### Key Duties

8. Play a full role as a Director of Soha, including providing visible leadership for projects with organisational scope and impact.
9. Responsible for the overall financial and management accounting of Soha and its subsidiaries.
10. Manage the production of the business plan, ensuring that Soha delivers agreed business objectives and plans and is making best use of its financial capacity.
11. Lead on Soha's approach to ensuring value for money across both directly delivered and procured services.
12. Ensure Soha has and is working in alignment with robust financial controls to ensure effective stewardship of resources by all Soha group staff.
13. Maintain effective cash flow and treasury management processes.
14. Ensure a risk-informed approach to financial planning and decision making, including leading on the production of stress testing, review of golden rules, treasury management policies and the production of Soha's mitigation plans.
15. Manage the Head of Business Transformation to deliver the IT solutions that support Soha's current and future delivery models.
16. To lead for the executive team on the agenda planning and required work for Soha's Audit and Risk committee.

## Person specification

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### Key skills and experience

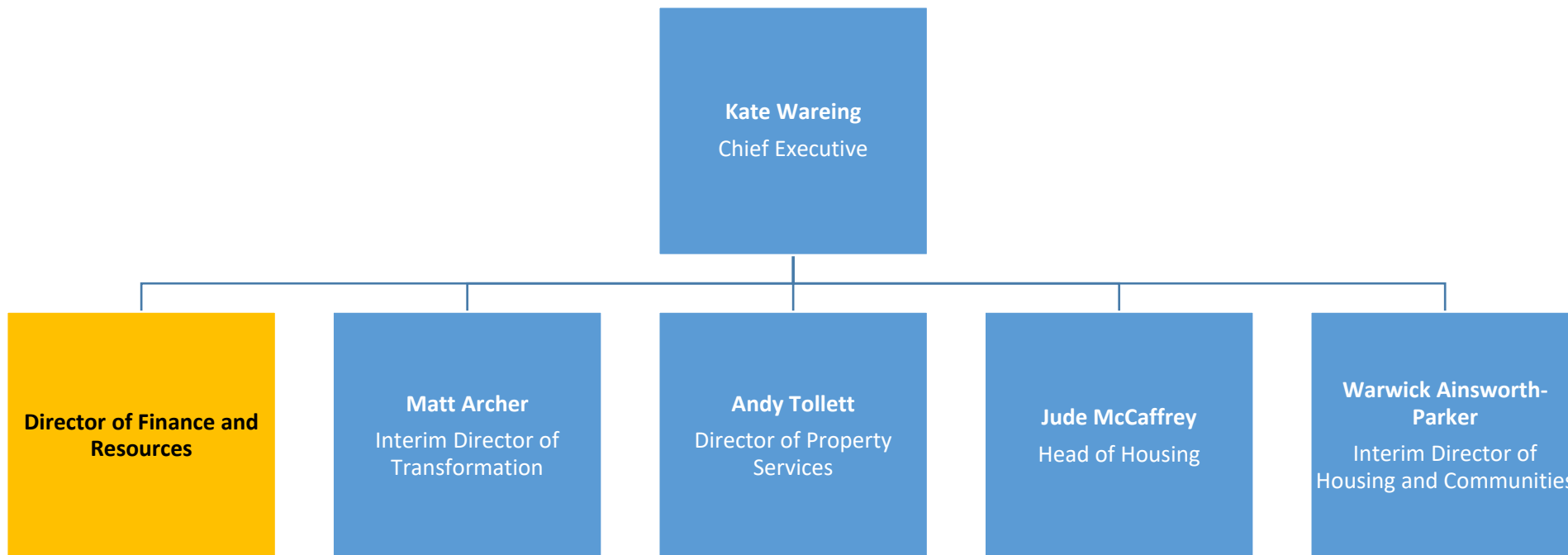
- a) A recognised accountancy qualification.
- b) Proven track record in financial and management accounting.
- c) Experience of financial management within a regulated sector.
- d) Experience of contributing to the development and implementation of strategy and business plans.
- e) Experience of treasury management and negotiating complex funding agreements.
- f) Excellent people management skills.
- g) Excellent analytical written and verbal communication skills with the ability to explain complex information clearly and simply.
- h) Analytical skills to include excellent financial modelling skills and a logical, structured and imaginative approach to problem solving.
- i) The ability to present financial information to non-finance stakeholders clearly.
- j) Experience of working flexibly and contributing to continuous change, business improvement and adding value to the business.
- k) Self-motivated often working under pressure with ability to meet deadlines and targets.
- l) A flexible approach, including occasional evening and weekend work.

### What you will ideally have

- m) Experience of financial management at Director level.
- n) Experience of working for a housing association, or in the housing sector.
- o) IT systems implementation experience.
- p) Experience of aligning IT and finance strategy to overall organisational strategy.

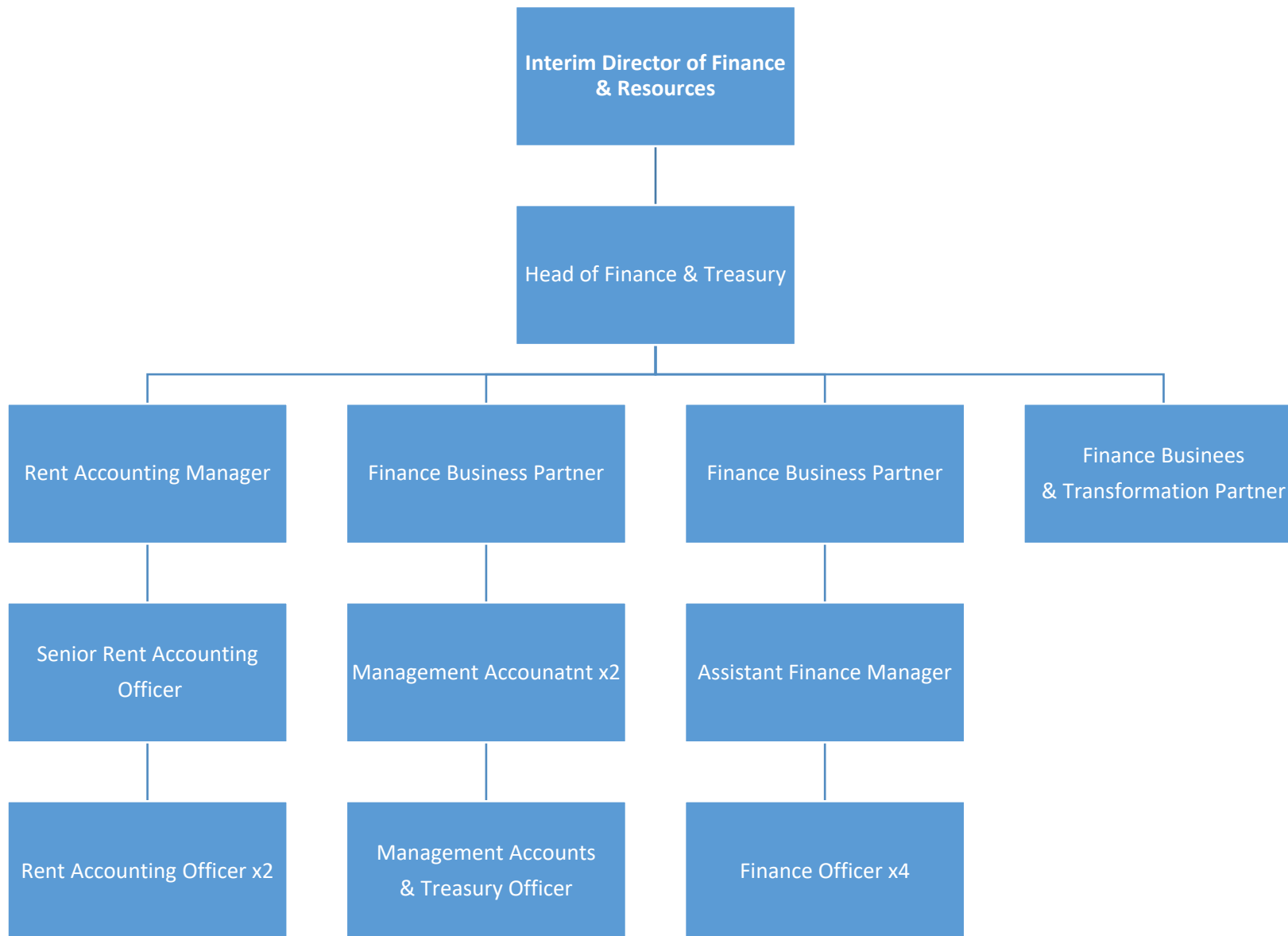
## Leadership structure

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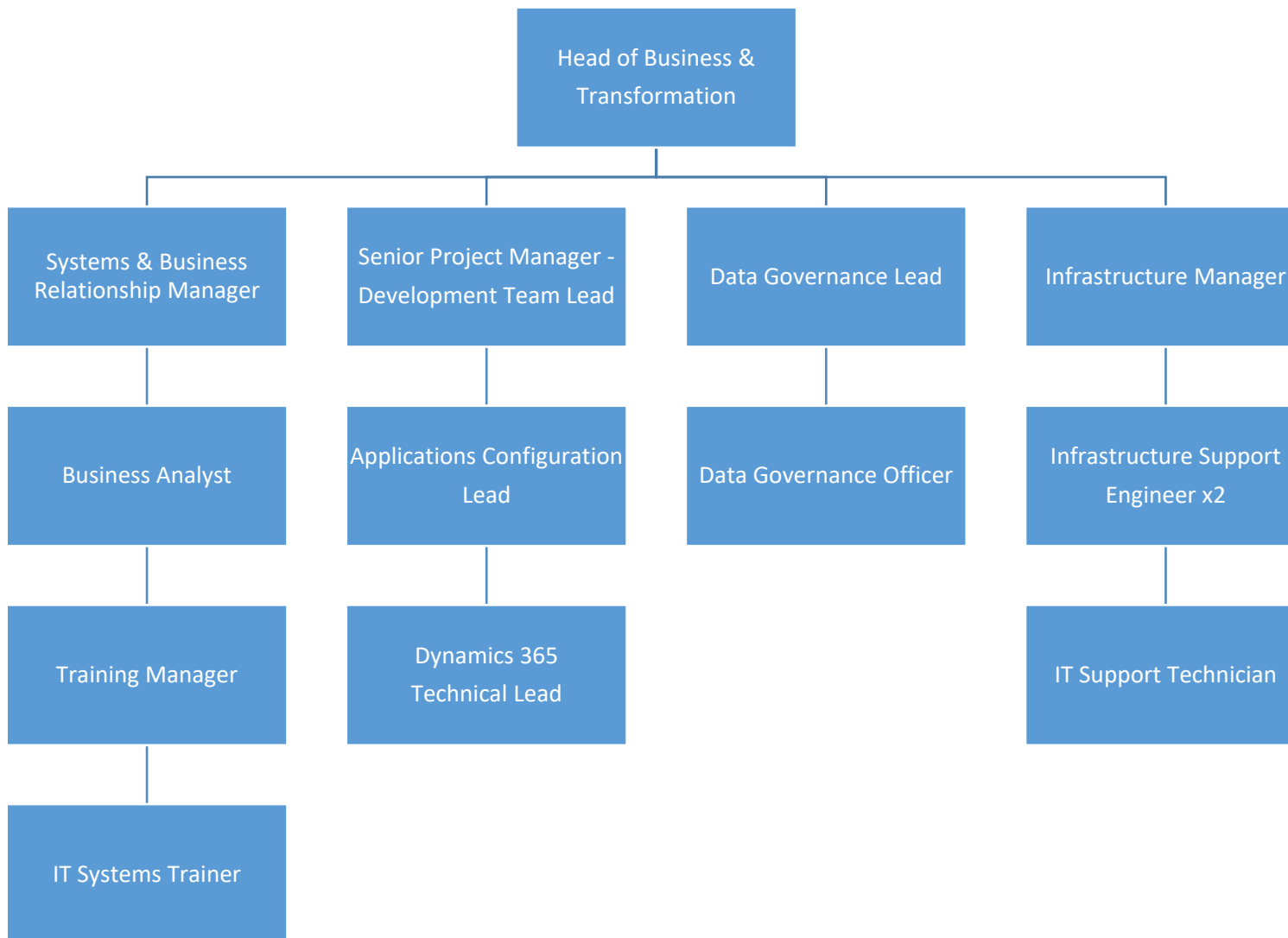


## Finance team Structure

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## Transformation team structure



## Key terms and conditions

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### Position

Director of Finance and Resources

### Remuneration

£137,000 per annum

### Pension

10% Employer contribution to a defined contribution pension scheme.

Salary Sacrifice Scheme.

### Annual leave

28 days per annum increasing to 30 days in the 3rd year of employment.

Buy and sell annual leave scheme (up to 10 days pa).

### Additional benefits

Flexible benefits package, with options including private medical healthcare, healthcare cashback, additional leave, personal cash allowance. Travel season ticket loan and cycle to work scheme.

### Location

The role is based at our head office in Didcot. However, we operate a flexible working culture at Soha and while this role needs to be appropriately visible, we are not prescriptive about the number of days in the office.

Attendance is however expected at least once per week in person, as well as attendance in person one evening per month to attend Board and resident meetings. There will also be two away day Board meetings per year held at weekends.

Our main office is at Royal Scot House, 99 Station Road, Didcot, OX11 7NN, located opposite Didcot Parkway railway station.

## Key dates and the selection process

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**Closing date:** Tuesday, 2<sup>nd</sup> June 2026 at 9:00am

The client meeting to agree longlisted candidates will take place week commencing 8<sup>th</sup> June 2026. We will be in touch to let you know the outcome of your application by the end of this week.

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**First interviews:** Tuesday 16<sup>th</sup> June 2026

Longlisted candidates will be interviewed by a Campbell Tickell panel.

Interviews will be held via MS Teams

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**Final stage selection:**

**1. Stakeholder conversations:** Wednesday 24<sup>th</sup> June | online

A conversation with a group of residents.

**2. Final interview panel:** Thursday 2<sup>nd</sup> July | in-person in Didcot

Shortlisted candidates will be interviewed by a Soha panel including Kate Wareing, Chief Executive, and a member of the Soha Board.

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## Director of Finance and Resources

£137k pa | Didcot (hybrid)

**Soha is a mutually owned, community focused housing association. We are a financially strong association, developing c200 new homes a year, with strong resident and staff satisfaction. We own c8,000 homes within an hour's travel time from Didcot which includes social housing, shared ownership, key worker housing and independent living accommodation, as well as four extra care schemes.**

As a community mutual organisation, our 800 shareholders play an active role in how we are governed, and resident engagement is absolutely central to our identity and decision-making.

We are excited to be seeking a new Director of Finance and Resources to join our executive team and provide strategic leadership across finance and IT, helping shape the future of a financially strong, values-led housing association. The wider resources brief means that there will be the opportunity to be forward-looking and ensure our systems most effectively support the business, and we have big plans in this area in the years to come.

You will be joining a strong and committed organisation with an ethos of service to our communities and a positive, collaborative culture of which we are very proud. Likely bringing experience from the social housing sector (though not necessarily), you will be a qualified senior finance professional already operating as a director or be ready for the step up to a position at this level. Beyond technical expertise, we are seeking energy, enthusiasm, and a commitment to continuous improvement, with the confidence to contribute strategically at executive and board level.

If you are motivated by strong financial stewardship, community impact, and the opportunity to help lead a high-performing housing association into its next chapter, we would be delighted to hear from you.

**For an informal discussion, please contact Hayley Sheldon at [Hayley.sheldon@campbelltickell.com](mailto:Hayley.sheldon@campbelltickell.com).**

You can download a job pack at [www.campbelltickell.com/jobs](http://www.campbelltickell.com/jobs)

Role closes: **Tuesday, 2nd June 2026 at 9am**





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