One Vision Housing

Job description

Our Vision: To provide high quality, affordable homes in thriving communities where people have a sense of pride and place.
Directorate: Property Services
Team: Development
Job title: Operations Director (Land and Development)
Responsible to: Strategic Director Asset & Regeneration
Responsible for: Assets and Development Manager Development Manager (Operations)

1	**Job purpose**
1.1	To be responsible for acquiring commercially viable land for residential and mixed use developments; coordination of the design of potential developments to achieve a commercially successful business model for new build sites through the use of an inter-group construction company. To Manage the delivery of developments from inception through to sale. To manage the planning application process to achieve consent to build in sometimes difficult locations To be responsible for formulating and maintaining effective relationships that will enhance the growth and viability of the company. To manage the corporate asset data and commercial property portfolio.
2	**Key objectives**
2.1	To actively seek and respond to new business opportunities (making presentations to interested parties as necessary) and assist the Strategic Director (Assets & Regeneration) in negotiating new projects.
2.2	To appoint and control external consultants and contractors in accordance with OVH's policies and procedures and current procurement legislation and promote the use and growth of the group owned construction and maintenance companies
2.3	To be fully conversant with policy and practices, standards and trends, innovation and theory in

	connection with the development of housing.
2.4	To ensure viability of all new projects within the parameters of funding levels agreed by the Board of Management
2.5	To assist the Strategic Director with the development and growth of the business area in line with the business plan and other agreed priorities, formulating strategies and objectives that can be translated into operational practice.
2.6	Provide cover for Strategic Director (Assets & Regeneration) as and when required. To liaise with other Operations Directors (Property Services) to ensure a joined up and customer focused service delivery.
2.7	To create and maximise effective relationships with external parties to enhance new business opportunities.
2.8	To be responsible for maintaining and improving the Group's development relationships with land owners; co-developers, the Homes and Communities Agency, local authorities, other social housing providers and agencies and other key stakeholders.
2.9	To develop and maintain an awareness of issues in the local and national arena which may impact on development delivery
2.10	To manage the group asset register and database and ensure that all assets achieve maximum value.
2.11	To prepare annual programmes of investment for existing stock for delivery via inter-group construction company.
2.12	To provide development appraisals for projects and financial forecasts for inclusion in the group business plan.
2.13	To manage the delivery of new build programmes of work to cost, time and financial targets.
2.14	The post holder will be responsible for all the staff within the service areas under his/her control. This responsibility will include the leadership, recruitment, development, motivation, deployment, training and discipline of staff.
2.15	The post holder will be responsible for ensuring compliance with the organisation's policies and procedures for his/her areas of responsibility.
2.16	To develop and deliver high levels of customer care and clearly communicate with customers and stakeholders using verbal communication skills, written word, time management, tact/diplomacy and resource management to existing and future customers.
2.17	To initiate, lead, support and develop quality initiatives, ICT and use business acumen to assist in satisfying the expectations and aspirations of current and future customers.
2.18	To ensure all aspects of compliance and quality management relating to the Regeneration service are in place. To keep abreast of new legislation, Key Lines of Enquiry, Audit

	Commission/Housing Corporation Guidance and good practice and implement as appropriate.
2.19	Ensure the appropriate technology is available to support his/her area of work and implement improvements and amendments to the computer and other systems to enhance performance.
2.20	To contribute towards the achievement of any relevant quality standards or accreditation, including Chartermark, Construction Client's Charter, ISO 9000, Health and Safety and self assessments.
2.21	To promote tenant and customer involvement and service excellence at all levels including the organisation and attending related meetings, focus groups, panels and other customer/stakeholder events and/or media releases.
2.22	To provide training and information to staff and stakeholders relevant to your service area.
2.23	To provide a flexible, pro-active and continually improving service on behalf of One Vision Housing that meets the challenges of a continually evolving market.
2.24	To be a member of the Manager's Forum and contribute to the improving standards of service of OVH.

	General Terms and Conditions
	To meet appraisal targets and support the delivery and achievement of overall business objectives.
	To develop OVH's commitment to equality and diversity and to promote non discriminatory practices in all aspects of work undertaken.
	To adhere with section 7 of the Health and Safety at Work Act to take reasonable care of own health and safety and that of others who may be affected by their acts and omissions.
	This job description is not intended to be an exhaustive list but to indicate the main responsibilities of the post. It will be reviewed periodically to take into account changes and developments in service requirements.