

ROLE PROFILE

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| Job: Non-Executive Director | Reports to: CEO/CHAIR | |
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| <p>Job Purpose:</p> <p>The Group Board is collectively responsible for ensuring the success of Your Housing Group. As a Non-Executive Director, you will help to ensure the Group complies with all legal and regulatory obligations. You will do this by setting and monitoring the strategic direction of Your Housing Group.</p> | <p>Key Competencies:</p> <ul style="list-style-type: none"> • Leadership • Strategic Thinking • Judgement • Influence • Team Working |
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| <p>Key Responsibilities:</p> <p>As a Board Member, you will:</p> <ul style="list-style-type: none"> • Uphold and promote the values, core policies, objectives and performance of Your Housing Group (including our commitment to Equality and Diversity). • Work within the Terms of Reference for the Group Board. • Work positively to deliver the Group’s objectives, with a genuine commitment to providing quality homes and services, and equality of opportunity. • Join a Committee or Working / Task and Finish Group if asked. • Contribute to, and share responsibility for decisions of, the Board and/or any Committee of which you are a member. • Work with other Board members constructively and respect their views. • Attend all meetings of the Group Board and other Your Housing Group Committees of which you are a member and contribute to the debates through positive engagement and constructive challenge (if pressing reasons prevent you from attending, you will give a formal apology for your absence). • Prepare for all meetings, including reading the papers (and attempting to resolve any queries you have beforehand, with the authors of the papers). • Attend induction, training and performance review sessions and other such sessions or events as are reasonably required by Your Housing Group. • Respect confidentiality of information and be prepared to raise issues (with the appropriate persons, following the appropriate process) if you have concerns the organization is not being managed to the required standards, with the required level of probity, or if you have evidence of wrongdoing. |
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- Declare and register any relevant interests that might have a bearing on the Group's work, and declare any potential or actual conflicts of interest as and when they arise
- Act within the Your Housing Group policies as appropriate.
- Represent Your Housing Group externally as required, and positively promote the Group's business and values.
- At all times conduct yourself in accordance with our Code of Conduct for Board Members and observe Your Housing Group's Probity policy.
- Raise any concerns you have about Your Housing Group's affairs with the Chair or Deputy Chair, or use the Whistleblowing Policy if required.
- Act as a board champion, when requested, for functions of the business, where you have particular skills or interests (in liaison with the appropriate Director and team).
- Act as an ambassador for the Group with external stakeholders and attend external events in this capacity as required.

Executive Director Person Specification

Core Competencies

- **Leadership** - a successful track record of leadership and strategic management, having operated and contributed effectively at a senior corporate level in either the private/public, voluntary or community sector. You provide clear direction in line with the organisation's culture, mission and values.
- **Strategic Thinking** - the ability to stay abreast of trends in the external environment. You consider cross-functional, organisational and business implications before making decisions, and balance short-term and long-term priorities to maximise results.
- **Judgement** - a proven track record of providing clear, balanced advice and guidance on strategic issues as a member of a board or senior executive management team. You can challenge appropriately and hold people to account.
- **Influence** - inner confidence, effective persuasion and negotiation techniques. You demonstrate the personal impact to influence a wide range of stakeholders/partners to deliver in complex and competitive environments.
- **Team working** - experience of working in collaboration with a wide range of external bodies/stakeholders, developing a positive personal and organisational profile, and building partnerships that add value and achieve shared objectives.

Aptitude, skills and knowledge

- Experience of operating at a senior level (either executive or non-executive) within a customer focused organisation.
- Comprehensive knowledge of overall business and commercial issues facing a similarly complex organisation.
- An ability to actively monitor and manage the performance of the organisation; encouraging and supporting others to achieve the highest standards of corporate governance, scrutiny, legal and financial responsibilities.
- Able to assess risk and promote risk awareness without being risk averse.
- The ability to apply creative and imaginative solutions, with good judgement and a commitment to results.
- The ability to participate fully and effectively as a member of the Board and deliver collective responsibility.
- Demonstrate a strong and clear commitment to equality and diversity, including equal opportunities principles and practice.
- An ability to chair and facilitate meetings of committees and sub groups of the Main Board.
- An ability to inspire others, build trust and respect from colleagues and stakeholders.
- IT literate and comfortable with handling, analysing and prioritising large amounts of complex data