

WE'RE
MUIR



Head of Financial Strategy & Treasury

Prepared by Castlefield Recruitment

Welcome

If you're ambitious to progress your career in an organisation which makes a positive difference to people's lives and ensures that residents are at the heart of everything we do, then these financial leadership opportunities with us at Muir could be for you.

We are looking to appoint two Senior Finance colleagues to help us turn our ambitions into reality.

The Assistant Director Finance will lead our Operational Finance Team and be an active member of our wider Joint Leadership Team contributing to our overall success and achievement of our ambitious targets. They will lead on driving value for money throughout the organisation and support our Executive Director of Resources, Executive Management Team and Board to develop and successfully implement financial strategy, policy, and standards.

The newly created Head of Financial Strategy and Treasury will lead our Technical Finance Team and hold responsibility for the Group's long term financial planning and completing financial modelling, stress testing, and scenario analysis. They will also be responsible for the development, delivery, monitoring and reporting of the Treasury Strategy and have oversight of financial controls and monitoring of our ambitious development programme.

We are keen to hear from individuals with proven financial expertise, who are great leaders and who are able to identify, plan and deliver continuous improvement and change.

This is an exciting time to join Muir and I look forward to receiving your application.

Nia Hughes – Executive Director Resources

About Us

Our dedicated teams help people with their housing needs and create neighbourhoods where communities can flourish. As a social housing provider with over 5,500 homes, we employ over 130 people and are proud to have been awarded the coveted Investors in People Gold accreditation.

Predominantly based in the North West, our Chester HQ is supported by offices in Burnley and Huntingdon in Cambridgeshire.

We are proud of our history and are a financially strong and well governed organisation, having the highest ratings from our Regulator. However, we are keen to grow and develop to meet the current and future needs and aspirations of our residents.

Muir Group Housing Association Limited is an exempt charitable Registered Society, registered under the Co-Operative and Community Benefit Societies Act 2014 and a Registered Provider under the Housing and Regeneration Act 2008.



Company Background

Our Corporate Plan

In summary... Our Purpose – Working with People to Maximise their Quality of Life.

Our priority will always be our existing customers, homes and communities and we are committed to helping those in housing need and will build 500 new homes over the next 5 years.

Through our services we want to work with people to maximise their quality of life and focus on the things that really make a difference.

We have 4 main objectives:

1. For Our Customers – We will deliver the services our customers expect, to the highest possible standards, whilst ensuring value for money. We will continuously develop our offer, in partnership with our customers, to meet future aspirations.
2. For Our Homes & Communities – We will invest in our homes and communities to keep people safe and provide a good quality home and location in which to live. We will build 500 new homes over the next five years and actively seek to manage and improve our impact on the environment.
3. For Our Colleagues – We will value and develop our staff and listen and act on their views. We will provide staff with opportunities. We will invest in their wellbeing. We will value and develop our Board and National Residents Group. We will continue to be a great employer.
4. For Our Business – We will govern and manage our business to the highest possible standards, ensuring it is adaptable, resilient and sustainable. We will work in partnership with others to support the delivery of our objectives.

Our Values



CARING: We care about people and achieving results.



RESPONSIVE: We put our customers first, giving great service and doing what matters most to them.



PASSIONATE: We take pride in what we do and always strive to do better.



INCLUSIVE: We work together and value each other.



DYNAMIC: We have a positive, solution-oriented attitude.



HONEST: We have high ethical values, standards and strong governance

About the Role

Job Title	Head of Financial Strategy & Treasury
Subject Group/Team	Finance
Reporting to:	Executive Director of Resources

Job Purpose

- Lead our Technical Finance Team to deliver a high-quality service to all stakeholders
- Support the Executive Director of Resources and wider Executive Team and Board to successfully develop and implement financial strategy, policy, and standards
- Responsible for the Group long term financial planning and completing financial modelling, stress testing, and scenario analysis
- Responsibility for development, delivery, monitoring and reporting of the Treasury Strategy
- Oversight of financial controls and monitoring of the development programme
- Responsibility for Regulatory reporting

General Responsibilities

- Ensure all health and safety related policy, procedures, safe systems of work and control measures are implemented
- Ensure all our records are accurate and maintained in line with appropriate guidelines including confidentiality and GDPR and make effective use of our ICT applications
- Assist and support in the preparation of reports to Leadership teams, Board and or Committees as required.
- Deputise for the Executive Director of Resources, as and when required to do so
- Undertake other duties and responsibilities as may be specified by the Executive Management Team which are commensurate with the level of the role
- Be a positive ambassador who 'Lives Our Values Everyday' through effective partnership working help us achieve our ambitions



Main Responsibilities & Duties

- Be an active member of the Finance Leadership Team aiming to create and develop a high performing team
- Prepare and report on the Group long term business planning (using BRIXX)
- Engage with the wider organisation and respond to changing information, being responsive to changes needed to the financial plan
- Completing financial modelling stress testing and scenario analysis and supporting the reporting to Board and Committees
- Development and maintenance of mitigation actions plan
- Responsible for developing and delivering the Group's Treasury Strategy
- Developing a robust Treasury policy and ensuring compliance
- Manage the Group's financing portfolio, banking and investor relationship
- Oversee short, medium and long term cashflow monitoring and reporting
- Ensure a current and future programme of security charging
- Oversight of the Asset and Liability Register for the Group
- Lead on the financial controls around approval of new developments
- Oversee reporting of performance of development programme
- Responsibility for Regulatory returns (including FFR, FVA, SDR and quarterly return)
- Responsibility for the risk management (including internal audit) of the Finance function
- Providing technical support on key corporate projects across the organisation



Person Specification

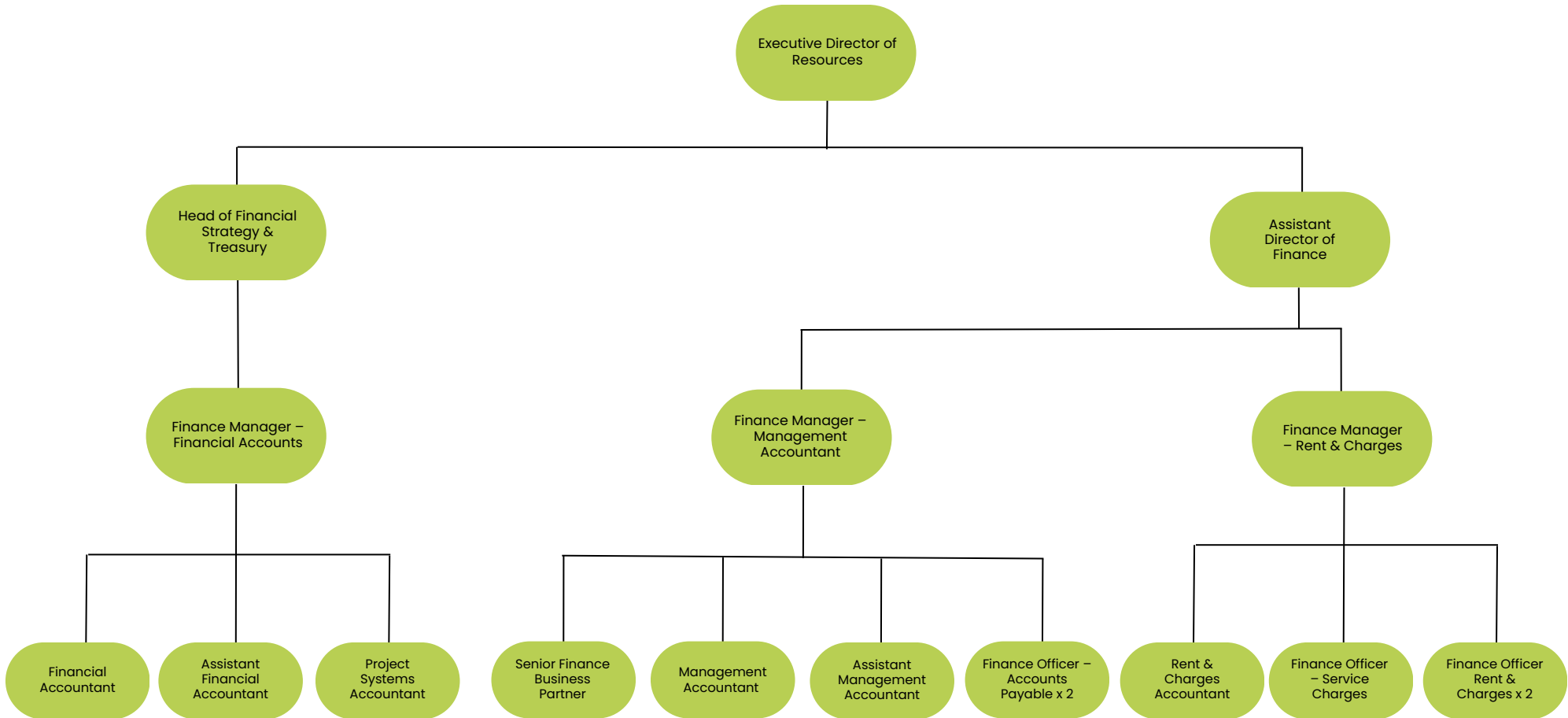
The successful candidate will demonstrate the following;

	Criteria	Essential/ Desirable
Education & Qualification	<ul style="list-style-type: none"> Relevant professional qualification such as CIMA,ACA, ACCA 	E
Experience	<ul style="list-style-type: none"> Line management experience with a proven record of being able to coach and develop others Substantial experience in the Housing Sector in financial planning and using BRIXX to develop long term financial plans Experience of developing and delivering on Treasury Strategy Demonstrable evidence of working across business sectors, collaboration with other departments, senior managers and directors Experience of working at Board/Committee level Understanding of change management processes within organisations Experience of operating within a diverse organisation 	E E D E D D E
Knowledge	<ul style="list-style-type: none"> Knowledge of statutory and regulatory requirements and best practice in the areas of Finance, Treasury and Regulatory standards Commercial awareness with the ability to problem solve, think strategically and drive change 	E E

Person Specification

	Criteria	Essential/ Desirable
Skills	<ul style="list-style-type: none"> • Ability to work under pressure, deliver to strict deadlines and manage conflicting priorities • Comfortable to collate, analyse and interpret complex data • Excellent interpersonal communication skills and confidence in delivering complex information in a readily understandable way • Ability to network and build effective relationships with key colleagues across the organisation 	<p>E E E E</p>
Personal Attribute	<ul style="list-style-type: none"> • Credible and engaging leader who creates a great team spirit • The ability to influence, negotiate and challenge • Demonstrates drive, determination and self-motivation • Always supports and demonstrates organisational values • Creates opportunities and empowers and enables others 	<p>E E E E E</p>
Work Environment	<ul style="list-style-type: none"> • Able to work flexibly across various sites 	<p>E</p>

Finance Team Structure



Benefits Package

As an employee in the organisation, you will benefit from:

- Salary: £68,250.00
- Hours: 35 / Week
- Annual Leave: 25 days increasing to 28 days on 4 years' service
- Flextime: Up to 13 flexi days / year
- Agile Working: 2-3 days in the office required / week (some flexibility)
- Pension: DC Scheme up to 10.5% employer's contribution
- Subscriptions: Payment of one professional subscription fee / year
- Parking: Free onsite parking



Contact Us

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