

CASTLEFIELD RECRUITMENT



# Director of Finance

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Candidate Pack

June 2026

# All about Weaver Vale Housing Trust

## *Building stronger communities, together*

At Weaver Vale Housing Trust, we are proud to be more than a housing association, as a Community Benefit Society we are committed to creating lasting value for the people and places we serve.

For over two decades, we've worked hand-in-hand with our communities, growing to manage 6,800 homes across Cheshire and Warrington, alongside garages, shops, play areas, and green spaces. But our mission goes far beyond bricks and mortar, it's about people, fairness, and opportunity.

## **Our Vision**

*Working together to provide quality homes, places, and services, making a positive impact for people.*

This vision drives everything we do, from improving homes and services to supporting customers through life's challenges. It's a commitment to listen, adapt, and respond to what matters most.





# All about Weaver Vale Housing Trust

## Our ED&I Statement

We are an inclusive organisation, committed to ensuring that equality, equity, diversity and inclusion (ED&I) are a part of everything we do, and in every service we offer to our customers.

Our ED&I provides the principles and framework for us to progress this important area for our work. The Trust embraces diversity, because we believe it makes us stronger. As a social business, diversity and inclusion are at our [Equity Diversity and Inclusion Policy](#) core.

Our Values align with our ED&I ambition and demonstrate we CARE:

**C - Compassionate**

**A - Accountable**

**R - Respectful**

**E - Exceptional**

## Our Commitment to Excellence: Regulatory Gradings - C1, V1, G1

The Regulator of Social Housing independently assesses how well social landlords manage their homes, finances and services for customers. In 2024, we achieved the highest possible overall outcome, demonstrating our strong performance across all areas:

- C1 - Consumer Standard: This new grading, introduced in April 2024, shows that we meet all consumer standards. It reflects our commitment to keeping customers safe in their homes, treating everyone fairly and with respect, and giving customers a strong voice in shaping our services.
- V1 - Viability: The top grading for financial strength, confirming we are financially resilient and well-placed to deliver our plans and continue investing in homes and communities.
- G1 - Governance: The highest governance rating, demonstrating strong leadership, effective risk management and clear accountability.

Together, these gradings confirm our commitment to providing safe, well-managed homes, strong financial stewardship and high standards of governance for the communities we serve.

# Corporate Plan

We are investing significantly in our existing homes and neighbourhoods, while also committing to build or acquire 800 new homes over the next five years through a range of tenures such as, Rent to Buy, Social Rent and Shared Ownership. Alongside this, we continue to support regeneration, which widens access to affordable housing for local people.

Supporting customers remains at the heart of all that we do. In 2025/26, our Money Matters Team helped customers secure £4.69 million in additional income, offering practical guidance on benefits, budgeting, and rent support, because thriving communities begin with financial stability.

Our culture is central to delivering these outcomes. For 14 consecutive years, we've been recognised as one of the Best Companies to work for, including two years as the number one housing association. In our most recent colleague engagement survey 75% of colleagues said Weaver Vale is a great place to work, and that commitment to care is reflected in every interaction with our customers.

Looking ahead, we know there is more to achieve. We will continue to listen to customer voices, enhance our services, and strengthen our communities, because together, we can achieve so much more.



# Working for us

Join a team that's making a real difference in our communities. At Weaver Vale Housing Trust, we are proud to be more than a housing association, as a Community Benefit Society we are committed to creating lasting value for the people and places we serve.

For over two decades, we've worked hand-in-hand with our communities, growing to manage 6,800 homes across Cheshire and Warrington, alongside garages, shops, play areas, and green spaces. But our mission goes far beyond bricks and mortar, it's about people, fairness, and opportunity.

Joining us means becoming part of a friendly and flexible workplace where people are supported to do their best work. We offer a wide range of benefits and real development opportunities, helping you build a career that can grow with you. Above all, we're driven by a shared purpose to make a positive difference for others, and we value colleagues who care about what they do and the impact they have.

***If you're looking for a rewarding career where you can learn, develop and help change lives, we'd love you to join us!***

## Why work with us?

We are an ambitious and innovative team, delivering high-quality services across a wide range of housing and support areas, with strong performance reflected in our Tenant Satisfaction Measures - 88% Overall Satisfaction with services in 2025/26.

We are proud that we work together, listen, communicate, deliver great person centred services and work positively to try to resolve and learn from things that go wrong.



# Job Description

<b>Job Title:</b>	Director of Finance
<b>Employer:</b>	Weaver Vale Housing Trust
<b>Location:</b>	Gadbrook Point, Rudheath Way, Northwich, Cheshire
<b>Contract:</b>	Permanent
<b>Annual Salary:</b>	£94,113
<b>Hours of Work:</b>	37
<b>Department/Team</b>	Finance
<b>Reporting to:</b>	Executive Director of Finance and Business Services
<b>DBS Requirement for the role:</b>	Basic
<b>Senior Management:</b>	This position is a member of the Trust's Senior Leadership team and, as such, shares collective responsibility for strategic development and innovation, leading change, risk management and operational oversight.

*NB. The information outlined below is the purpose of the post, i.e., why it exists, and the key accountabilities of the post holder and the outcomes required of the post. This is not a list of tasks or duties, as post holders are required to perform any reasonable task within their competence to deliver the stated outcomes*

## Job Purpose

- To work with the Executive Director of Finance and Business Services to develop and deliver the financial strategy, financial management and financial planning for the Trust.
- To lead the Trust's Finance Team and be responsible for all their activity.
- To ensure timely and accurate preparation of budgetary and statutory accounts and returns
- To deliver outcomes that support the delivery of the corporate plan through strong financial and budgetary management.
- To work as part of the Trust's Senior Leadership Team.

# Key Responsibilities

## Leadership

- As part of the Senior Leadership Team, work to embed the Trust's vision and Values, and organisational culture.
- Work with Executive Leadership and Senior Leadership colleagues to help shape the Trust's overall corporate strategies and business plans.
- Provide leadership to colleagues within your teams and champion a customer and performance focused culture across the Trust, to ensure high levels of customer service are sustained to all customers (internal and external).
- Provide leadership to colleagues to support personal development and growth that supports talent retention and delivery of service excellence.
- Provide clear leadership that supports an environment based on trust, respect and integrity, where every member of the Finance team takes accountability and responsibility and encourages a collaborative team ethos.

## Performance

- Assist in the development of corporate finance strategies.
- Deliver an operational work plan for the Finance team that supports
  - the delivery of the treasury and financial strategies
  - robust budget management within the Trust
  - strong and real time decision making
  - adherence to deadlines and ensures the resourcing and skills within the team are aligned to this
- Lead on business planning, stress testing and mitigation planningLead on the development of the treasury management strategy and tax planning.
- Direct the preparation and implementation of policies, procedures and standards relating to all functional responsibilities.
- To continuously improve processes and procedures within own functional area and across the Trust.
- Management of the Finance Team ensuring the highest standards of performance, compliance and delivery of services.
- Produce timely and accurate monthly management accounts and provide financial analysis, insight and recommendations to colleagues
- Produce timely and accurate quarterly forecasts, supplemented with monthly risk and opportunities, to support robust ongoing financial management within the Trust(including impact on future years) and roll through the business plan
- Produce timely and accurate annual financial statements and associated statutory returns and ensure compliance with accounting and regulatory requirements.

# Key Responsibilities

- Develop a culture for effective business partnering across the Trust and improve the suite of reporting allowing transparency and accountability and supports the delivery of the corporate plan.
- Build the capability in teams to deliver effective Finance service and implement clear performance frameworks to monitor and drive high performance.
- Ensure that the finance systems deployed support the effective and efficient provision of information and lead on any finance related systems developments as appropriate.
- Lead the preparation of the Trust's revenue and capital budgets (including development) and ensure the provision of accurate and timely budget monitoring to stakeholders.
- Develop the 30 year financial plan ensuring ongoing covenant compliance.
- Develop the stress testing of the plan, aligned to the Trust's risk register and sector risk profile and support the executive team and SMT to deliver a comprehensive suite of mitigations.
- Together with the Executive Director of Finance and Business Services and External Treasury Advisor develop the Treasury Management Strategy and ensure its implementation, including cash flow management, loan funding, supporting the delivery of the growth plan and funder compliance.
- Ensure the Trust has cost effective banking arrangements.
- Responsible for the annual rent increase process, ensuring compliance with regulatory standard.
- Manage all aspects of the Trust insurance.
- Be responsible for the Trust's payroll and pensions administration.
- Enhance and deliver the Trust's approach to Value for Money (VFM), which is set out in the Our Money Strategy.
- Enhance and develop the Trust's Environmental, Social & Governance (ESG) reporting
- Support the development, evaluation appraisal of development and new activity opportunities and initiatives and assessing the impact on forecasts and plans.
- Deliver a suite of financial reports that align to operational activity and give stakeholders an accurate and timely view of current performance.
- Ensure financial reports are system driven and automated working towards a "one version of the truth" model of reporting.
- Establish an operating model within Finance which aligns team structures efficiently around the delivery of high performing services.
- Develop a Financial Strategy that is robust and ensures Financial Viability is maintained.
- Keep the organisation safe, ensure controls are in place but develop solutions that enable the organisation to pursue its ambitions and deliver the services and the standard of homes that our customers deserve
- Responsible for all tax related submissions, to include VAT and Corporate Tax.
- Lead and co-ordinate relevant Internal Audits, in line with the annually approved Internal Audit Plan

# Key Responsibilities

## Risk

- Responsible for the identification and management of risks relating to functional responsibilities and support risk management activities across the rest of the Trust.
- Identify risks related to own functional areas, ensuring these risks are assessed and necessary control mechanisms and action plans put in place to reduce them as far as reasonably practical to manageable levels.

## Confidentiality

- All trust colleagues are responsible for ensuring the confidentiality of any information relating to customers, employees, and partners/stakeholders and for complying with all the requirements of the Data Protection Act whilst carrying out the duties of the post. Any breaches in confidentiality will be dealt with by the Trust's Disciplinary Procedure and may result in dismissal

## Health and Safety

- Each member of the Trust's staff is responsible for ensuring that they carry out the duties of their post in accordance with all appropriate Health and Safety legislation, guidance and procedures and they do not, by any act or omission on their part, create a threat to the Health and Safety of any other person.
- Ensure compliance with Health and Safety responsibilities, including those specifically for Senior Managers and Directors, as documented in the Trust's Health and safety policy and lead health and safety management activities across the Trust.

# Personal Specification

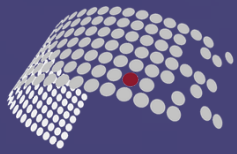
	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Qualified accountant</li> <li>• Educated to degree standard or equivalent.</li> </ul>	<ul style="list-style-type: none"> <li>• Management qualification.</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• To present complex financial information with clarity both written and spoken.</li> <li>• Management of a varied and diverse workload, managing deadlines and quality of outcomes.</li> <li>• Team Leadership to motivate, coach and develop team members.</li> <li>• Project management and collaborating with colleagues to achieve outcomes.</li> <li>• Fostering a culture of excellence and continuous improvement for your team.</li> <li>• Creativity and vision support excellent delivery to internal and external stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• To negotiate to obtain VFM outcomes for the Trust.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Working at a senior level – able to engage with Senior leaders and Board</li> <li>• Hands on approach to support continual improvement</li> <li>• Experience of a wide range of financial management, control and planning. To include preparation of statutory accounts, setting of budgets, business planning treasury management and cash flow management.</li> <li>• Experience of team management, coaching and mentoring.</li> <li>• Involvement in project work showing ability to link financial decision making with strategy and organisational priorities.</li> <li>• Social housing sector experience</li> <li>• Systems implementation/automation experience</li> <li>• Payroll management</li> </ul>	<ul style="list-style-type: none"> <li>• Pensions.</li> <li>• Risk Management Insurance</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>• Accounting practice and policy</li> </ul>	

# Benefits

We're proud to offer a wide range of colleague benefits designed to support wellbeing, everyday life and long-term financial security. From health and wellbeing support to savings and practical rewards, our benefits reflect our commitment to valuing and supporting our people, at work and at home.

- Medicash cash plan for you and your children\*
- Telus - Free Employee Assistance Scheme for you and your family
- C.A.R.E. Hub - discount and rewards platform
- Access to our Money Matters advice team
- Access to corporate Costco discounted membership
- Mental health first aiders
- Discounted Brio Leisure membership
- Generous pension scheme
- Increasing annual leave with each year of service
- One day off per year to volunteer at a good cause of your choice
- Your birthday and Christmas Eve off
- Extras such as, mobile discounts, flu vaccinations and home-working support





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## Get in Touch

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