

JOB DESCRIPTION

POST TITLE: Director of Strategy, Impact & Operations

GRADE: Spot Salary (up to £90,000 pro-rata)

DIVISION / UNIT: Association of Directors of Housing (ADoH)

DEPARTMENT: Housing

REPORTS TO: ADoH Board

PURPOSE OF THE JOB

To lead the development and delivery of the Association of Directors of Housing (ADoH) through its formative stages, ensuring the organisation establishes itself as the leading voice for council and housing leaders across England.

The postholder will be responsible for strategic leadership, operational oversight and policy influence, ensuring the Association delivers value to its members and drives forward a shared vision to tackle the housing and homelessness crisis.

PRINCIPAL ACCOUNTABILITIES

- Lead the development and implementation of ADoH's strategic plan, ensuring it reflects the needs and ambitions of its members and the wider housing sector.
- Act as the senior ambassador for the organisation, building strong relationships with national government, local authorities and housing sector partners.
- Represent ADoH in national policy forums, sector conferences and the media, advocating for effective housing and homelessness policies.
- Oversee the development of ADoH's internal governance arrangements, financial management processes, and organisational structure.
- Lead a small team to deliver effective membership services, communications, events, and knowledge sharing activities.
- Secure funding and income opportunities to ensure the long-term sustainability of the Association.
- Oversee the development of policy positions and responses to national consultations on behalf of ADoH members.
- Facilitate collaboration between local government leaders and civil servants to co-design effective housing policy.
- Work with aligned organisations to champion shared priorities across housing, homelessness and related agendas

- Develop and deliver a membership engagement strategy to build a strong, active network of local authority directors.
- Ensuring members receive high-quality services, including networking opportunities, briefings, and professional development support.
- Create forums for member collaboration through working groups, advisory panels and events.

JOB CONTEXT

The Association of Directors of Housing is a newly formed national body hosted by the London Borough of Southwark. It represents senior housing leaders in local government, working to influence policy, support best practice and deliver meaningful change.

Financial responsibilities

The post holder will be responsible for overseeing the Association's budget, securing new sources of income, and ensuring financial sustainability and compliance.

Conditions of Service

The role is a 0.6 FTE (21 hours per week) based remotely with occasional travel for meetings and events. Attendance outside normal office hours may be required.

General

The role operates within customer facing and busy environment. A strong understanding of recruitment, digital systems, and HR service delivery will be essential to support business needs.

Health & Safety

The role requires a full understanding of the statutory and best practice requirements of working in a public environment.

Job sharing

We welcome application for job share, part-time, or other flexible working arrangements.

Grade/Conditions of Service

Grade 16

The employment is subject to a probationary period of twenty-six weeks from your start date of employment with Southwark Council, during which time you will be required to demonstrate to the council's satisfaction your suitability for the position in which you are employed.

PERSON SPECIFICATION

The person specification is a picture of skills, knowledge and experience required to carry out the job.

Knowledge, including educational qualifications:	How assessed (S/ I/ T)
1. Degree level qualification or equivalent experience	S
2. Strong understanding of local government, Whitehall, public policy, and the political landscape.	S
3. Enhanced knowledge of the challenges and opportunities facing local government, with a particular focus on housing and homelessness issues.	S/I
Experience:	
4. Strong background in stakeholder engagement, with a track record of building and maintaining mutually beneficial relationships with key stakeholder groups	I
5. Experience of leading policy development and influencing government at a national level	S
6. Advising and collaborating closely with senior politicians, civil servants, and government departments	I
7. Significant strategic leadership experience, preferably within the public sector, government, or similarly complex environment	S/I
Aptitudes, Skills & Competencies:	
8. Excellent strategic thinking and problem solving skills, with the ability to translate strategy into delivery	S/I
9. High level communication and interpersonal skills, with the ability to engage with stakeholders at all levels and from diverse backgrounds	I
10. High level of political awareness and sensitivity	I
11. Integrity and credibility with politicians, senior managers, key stakeholders and staff	I
12. Ability to lead, inspire, and motivate others	I
13. Able to deliver and lead others under pressure, prioritising work against competing demands to meet deadlines in a fast moving environment	S/I
14. Strong relationship-building skills, with the ability to bring people together around common goals	I
15. High level awareness of media and presentational issues, and ability to shape and project credible public positions	I

16. Strong financial management skills, including budgeting and income generation	S
Special Conditions of Recruitment:	
Comply with and promote the Council's Equality and Diversity policies	S

Key: **S** Shortlisting criteria **I** Evaluated at interview
 T Subject to test