

Job Title: Senior Development Manager

Role Purpose: Plan and deliver a supply of complex new build developments in order to achieve the Development Strategy and business objectives within the approved budget, timescales, and design and specification.



ABOUT THE ROLE

One of our core priorities across all parts of the business is delivering an excellent experience every time to every customer, internal and external. Our values are: deliver on promises; give respect; be accountable; show kindness. You will make them a central part of your work at Catalyst.

In the role of Senior Development Manager within the Development Directorate you will lead on complex development schemes to support the delivery of a multi-tenure development programme. You must function effectively on one-team principles that conform to governance and control processes. You must be in full control of project budgets, but with sufficient developer thinking as well as strong risk management that ensures sound financial performance and timely project delivery.

You will support Catalyst to move to the next level in its cultural shift/performance gear. The surplus we generate from our private sale development is integral to supporting the delivery of our affordable housing programme. You will be responsible for your scheme's performance, supporting the Head of Development to ensure that we are performing in line with the Development Strategy and the Board approved Business Plan.

You will instil good commercial disciplines, ensuring that we deliver Development schemes with energy, pace and relentless attention to quality.

Success Metrics:

- Responsible for the delivery of quality homes that meet all statutory requirements and Catalyst's design specification and standards, with rigorous attention to detail, ensuring that new homes meet quality and construction safety standards (including those in the emerging Building Safety Bill).
- Secure/develop a range of complex schemes that are commercially and environmentally sustainable and deliver excellent value for money to customers.
- Target and results orientated, with an active commitment to achieving the highest levels of performance and professionalism.
- Responsible for well thought-out project plans for all your projects, ensuring they are aligned with business objectives.
- Be the lead for your projects, communicating effectively with all internal stakeholders at the relevant project stages.
- Ensure that all relevant files are effectively managed and maintained.
- Ensure strict compliance with regulator and funder requirements, including audit.
- Establish/deliver the Project Brief and establish/maintain Project teams, ensuring business wide engagement in each scheme. Plan and coordinate work with other internal departments to ensure internal resource requirements are understood and the right resources are available when required.
- Prepare papers and presentations in line with Governance requirements.
- Present updates on projects to Senior Management at the relevant meetings.
- Manage costs and programme to ensure schemes deliver in line with approvals.
- Effectively lead and manage a team, where needed, to acquire, design and deliver a multi tenure programme. Creating a culture of high performance and continuous improvement through a variety a managerial skills/methods.
- Lead your multi-disciplinary project teams with confidence.
- Exercise sound judgement by defining and managing project risks, including updating project appraisals at all key stages.

- Lead, build and maintain effective relationships by being visible at and engaged with key external and internal meetings. This is to include establishing and maintaining strategic relationships with external stakeholders.
- Work collaboratively with Finance colleagues, taking ownership of scheme appraisals, applying financial assumptions and closely monitoring sensitivities.
- Assist/lead on merger initiatives through assessment and negotiation.

About you:

- Demonstrate a strong commitment to the principles of equality, diversity and inclusion.
- Demonstrating a successful record of delivering residential led development schemes, you have a high level of project management skills with commercial awareness, and an ability to critique and modify financial appraisals and manage costs, quality, timescales and risk. You anticipate problems and opportunities, taking the initiative to implement required actions.
- You are able to present your projects to a wide audience, conveying key messages clearly and concisely.
- You will be totally committed to delivering an excellent customer experience – you will embody and champion our values every day in the way you deal with customers and colleagues.
- Your qualifications will have relevance to the role.
- You will have at least 5 years' experience within the sector.
- You have strong interpersonal skills that enables you to communicate orally and in writing in a professional, succinct, frank and positive way. Work with gravitas, courage, maturity and be calm under pressure, building credibility and respect with internal and external stakeholders.
- A strategic thinker who is able to see the bigger picture but also thrives at being hands-on.
- Able to work collaboratively with all parts of the business, knowing when to support, and when push back and hold the line.
- Proficient in Microsoft Office, online meeting environments and previous experience of the Pamwin appraisal system is preferable.

Employees are responsible for their own Health & Safety, ensuring a safe working environment for colleagues.

