



Resident Board Member

Recruitment pack | May 2025

Contents

Resident Board Member	2
Your application	3
Details of the role	4
About the Newlon Group	6
Key dates and selection process	7

Resident Board Member

Salary £7,116.39 per annum (26 days a year)

We are looking for an enthusiastic, knowledgeable and committed resident to join our Board. You'll help us make sure we're running things properly, that we're financially strong and are meeting all our legal and regulatory obligations.

Being a Board Member involves a commitment of 26 days a year, including attending two Board weekends. We currently pay £7,116.39 per annum, and we'll help with necessary expenses incurred undertaking business on Newlon's behalf.

Serving as a Resident Board Member is exciting and challenging and you'll gain new skills and abilities which may help you in other areas of your life, as well as bringing existing ones to enhance our Board. We're committed to supporting our Board Members in their roles so appropriate training and ongoing development will be provided. Resident Board Members have a unique opportunity to bring the resident perspective to the highest level of the organisation.

We want our Board to reflect the diversity of the communities we serve. You don't necessarily need experience on another Board to apply, but you'll need to demonstrate that you have the right skills or can develop them with our support. If you've got business or customer service experience, financial awareness, like to challenge opinions and be challenged and are an active listener, then you'll make a good candidate. You must be able to see the 'bigger picture' and make a positive contribution to strategic discussion and debate, have an open mind, be willing to continue to learn, and give enough time to the role.

To be eligible to apply you need to:

- Be a Newlon tenant or joint tenant (as per your Tenancy Agreement) or a named leaseholder (as per your Lease Agreement);
- Be at least 18 years of age;
- Not be in serious breach of your agreement with us (e.g. where we are taking legal action against you);
- Not be a Newlon employee;
- Not have any unspent criminal convictions;
- Not be prohibited by law from being a director of a company.

Duties include contributing to Board meetings and committees, working with senior staff, attending functions and supporting and promoting the work of Newlon Housing Trust and the Newlon Group.

For an application pack, please visit www.newlon.org.uk/vacancies, email recruit@newlon.org.uk or write to Recruitment, Newlon Housing Trust, Newlon House, 4 Daneland Walk, London N17 9FE. Closing date for applications **2nd June 2025**.

Your application

Thank you very much for your interest in this post. On the following pages you will find details of the role and the selection process to assist you in completing your application.

In order to apply you should submit:

- An up-to-date CV which shows your full career history, including any voluntary roles and relevant qualifications. We recommend that this is no longer than three pages.
- A completed application form including a supporting statement explaining why you are interested in this role, detailing how you are a good candidate for this post and how you meet the role profile and competencies.
- The Equality, Diversity and Inclusion form (optional).

Please indicate in the availability section of the application form if you cannot attend any of the assessment or interview dates.

Please note that applications can only be considered if all the documentation is complete.

Please send your completed application to recruit@newlon.org.uk.

Applications must be received by **2nd June 2025**.

Details of the role

What will be expected from me as a Board member?

Although we involve our residents in decision making at all levels of Newlon, Resident Board Members have a unique opportunity to bring the resident perspective to the highest level of the organisation.

The Board receives reports from Newlon's Directors, decides on Newlon's strategic direction, how its resources should be used and the policies which determine how services are provided. The Board also plays a key role in ensuring that Newlon meets all of its regulatory and governance requirements.

Board Members use their skills, knowledge and experience to help the Board make the right decisions for residents.

There is a summary about Newlon and the Newlon Group on page 6 of this document and a wide range of further information is available at www.newlon.org.uk.

What skills do I need?

The Board has considerable powers and responsibilities, but not all Board members need to be professionals or have business or customer service experience. The Board is composed of a wide variety of people with different backgrounds within the community.

You don't necessarily need experience on another Board to apply, but you'll need to demonstrate that you have the right skills or can develop them with our support. If you are financially aware and you have business or customer service experience you will make a good candidate. We also want to hear from you if you like to challenge opinions and be challenged, are an active listener, can see the 'bigger picture' and make a positive contribution to strategic discussion and debate. You must also have an open mind, be willing to continue to learn and give enough time to the role.

Serving on a Board is both exciting and challenging and will equip you with new skills and abilities which may help you in other areas of your life.

Above all, Board members will have to show a commitment to provide direction to Newlon.

Will I get training?

Yes. We have a new Board member induction programme. Initially you will have meetings with senior staff at Newlon to talk about how it all works. You will also have the opportunity to attend training courses which are specifically for Board members, as well as other courses or conferences that may help you in your role.

Who will I work with?

As a Board Member, you'll work with and be accountable to a variety of stakeholders, including current and potential residents, funders, the Regulator of Social Housing and the Financial Conduct Authority. You'll also work closely with fellow Board Members and our Chair. The Board has eleven members, two of which are residents, and they meet regularly with senior Newlon staff.

What will I be responsible for?

- Setting our vision and strategic direction.
- Ensuring we're accountable to residents, investors and the regulator.
- Providing constructive challenge to the leadership team.
- Ensuring we meet legal, governance and ethics best practice.
- Keeping us on track - evaluating opportunities and risks and monitoring performance against targets.
- Reviewing finances including approving our annual budgets and ensuring money is invested in the right places.
- Being involved in critical scrutiny discussions and workshops.
- Acting as an ambassador and representing Newlon at colleague and external events.

For your application, keep these in mind.

How much time is required to be a Board member?

The time commitment we ask of you is approximately 26 days per year, including Board weekends (a Friday and Saturday event), normally held twice a year. You'll also need to prepare for each meeting by reading reports, considering decisions and points for discussion. Board meetings are in person, and we provide equipment to allow paperless meetings. We can also help make other arrangements to meet any additional needs. Duties include contributing to Board meetings and committees, working with senior staff, attending functions and supporting and promoting the work of Newlon and the Newlon Group.

Will I be paid?

Yes, this is a paid role with an annual salary of £7,116.39, paid in monthly instalments, reviewed annually by the People and Governance Committee, and we'll help with necessary expenses incurred undertaking business on Newlon's behalf.

What should I know before applying?

Before you consider applying you may wish to look at our website at www.newlon.org.uk for more information about our history and what we do, or contact recruit@newlon.org.uk.

We have maintained our G1, V2 governance and viability ratings.

Yes, I'm interested - how do I apply?

For an application pack, please visit www.newlon.org.uk/vacancies, email recruit@newlon.org.uk or write to Recruitment, Newlon Housing Trust, Newlon House, 4 Daneland Walk, London N17 9FE. Applications close on **2nd June 2025**.

About the Newlon Group

Newlon Housing Trust is the parent of the Newlon Group, and its five subsidiaries – Outward, Access Homes, NewlonBuild, NewlonInvest and Newlon Fusion. We all work closely together to provide a comprehensive range of high-quality community services.

We are a ‘not for profit’ Community Benefit Society and a charitable housing association. Newlon was founded in Hackney in 1968 to provide decent and affordable homes for local people in housing need. Today we own or manage around 8,500 affordable homes, primarily in nine boroughs in north and east London, with many more in development. These homes are made up of a mix of affordable tenures and we provide housing for people nominated from local authority waiting lists, accommodation for Key Workers and Shared Ownership homes to help people take their first step on the property ladder. Working in partnership with our care and support subsidiary, Outward, we also provide housing for people with a wide range of support and care needs.

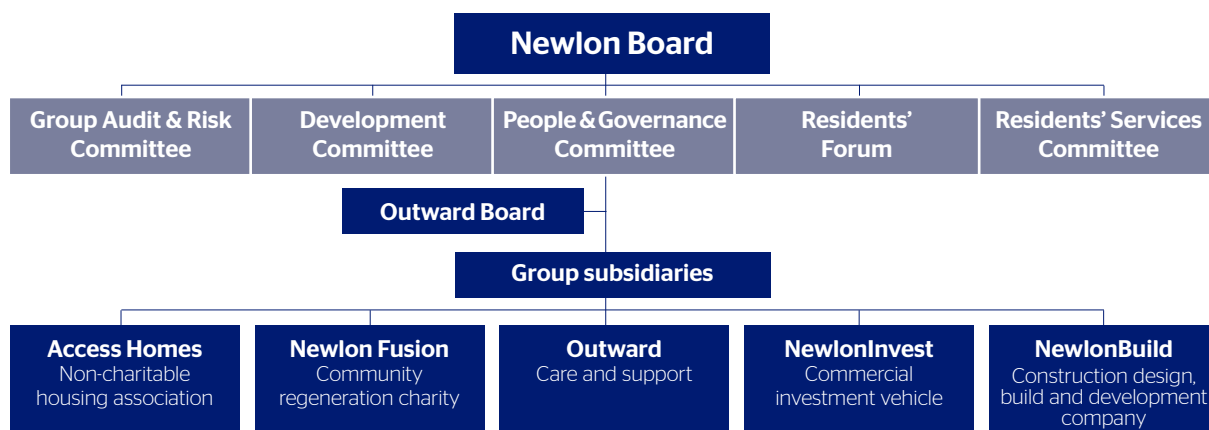
Outward is a charity working with more than 1,000 people who need additional care and support to live their lives and realise their full potential. They provide a range of specialist services for older people, people with mental health issues, young people and people with learning disabilities, including a specialised service that supports people on the autism spectrum. Outward works across north and east London, employs over 450 staff and runs an innovative and award-winning volunteer programme. It also provides a specialist rural retreat at Nutley Edge in East Sussex which provides supported holidays for people with learning disabilities or on the autism spectrum.

Access Homes is a small non-charitable housing association which, like the Trust, retains any surpluses to invest in housing activities. Access also provides services to leaseholders. No staff are employed by Access.

NewlonInvest is a wholly-owned subsidiary of Newlon Housing Trust which makes commercial investments in housing development.

NewlonBuild is the Group’s construction arm. It is a private company limited by shares and provides design, build and development services for the Group. It is also able to invest in market housing. It has an independent Chair and is serviced by the Trust.

Newlon Fusion is the Group’s community regeneration charity. It works alongside the Trust’s Resident Services team and with a wide range of partners to support Newlon residents and the people living in areas where Newlon has housing. It also delivers activities and services at the Lascar Wharf community centre in Limehouse.



Key dates and selection process

Closing date: 2nd June 2025

We will be in touch with candidates from 3rd June to advise on the outcome of applications.

Assessment: week commencing 9th June 2025

Longlisted candidates will be invited to assessment and testing at Newlon's offices in Tottenham Hale.

Interviews: week commencing 23rd June 2025

Shortlisted candidates will be invited to interview at Newlon's offices in Tottenham Hale.

If you are unable to attend on any of the identified dates for assessment or interview, please note this in the availability section of the application form.

If you have any questions about the application process please email recruit@newlon.org.uk, or call us on **020 7613 8000**.