



Clarendon
Executive

Celebrating 25 years of Finding Leaders

simon
community
Ending Homelessness

Director of Housing Growth & Property Development



Applicant Pack
October 2026



We're Great Place To Work Certified™!

94%

of our employees said that when you join the company, you are made to feel welcome

Simon Community
Source: 2026 Great Place To Work Trust Index® Survey

At Simon Community, we believe that creating a positive, supportive, and empowering workplace is essential to achieving our mission of ending homelessness in Northern Ireland. We are thrilled to be recognised as one of the UK's top employers, earning the prestigious

Great Place to Work certification for 2026, and being listed among the Best Workplaces for Wellbeing, Women, Development, and Charity/Non-Profit sectors. We are particularly proud of our efforts to support women in the workplace and to promote professional development for all our employees.



We understand that your growth and wellbeing are critical to both your personal success and the success of our mission. That's why we invest in creating opportunities for learning, development, and career progression, ensuring you have the tools and support you need to thrive.

By joining Simon Community, you'll be part of a dynamic, compassionate team dedicated to making a real impact. Here, you'll find not just a job, but a place where your work truly matters, your ideas are valued, and your contributions help create a better future for those in need.



Our employees have spoken!

Our company culture is amazing and our Great Place To Work Certification™ proves it.

Simon Community
Source: 2026 Great Place To Work Trust Index® Survey

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ABOUT **SIMON COMMUNITY**

Simon Community is Northern Ireland's leading homelessness charity. Established in 1971, we have a clear vision of creating a society where everyone has a place to call home. Our mission is simple - to end homelessness.

Across Northern Ireland, we provide preventative services, temporary accommodation and specialist support, working with people to find solutions that help them move on from homelessness. We know that having the right homes and places to live is a vital part of that journey.

Our strategy sets out our ambition to strengthen our organisation, develop new solutions and do more to prevent and end homelessness. Housing is central to that ambition – increasing the supply of suitable homes, making the best use of the property we already have and ensuring that our temporary accommodation is safe, welcoming and fit for purpose.

The Director of Housing Growth & Property Development will play a key role in turning that ambition into reality. As a member of the Senior Management Team, the postholder will provide strategic leadership across our housing growth and property development agenda, while also ensuring we make the most of our existing property portfolio.

This is a role with both a today and a tomorrow focus: improving the places in which people live and work now, while finding creative and sustainable ways to increase housing supply for the future. It will bring together property expertise, commercial judgement, innovation and a strong understanding of what people need from the places they call home.

The successful candidate will have the opportunity to shape how Simon Community uses property and housing to help end homelessness – working with our people, partners and the wider sector to turn ideas and opportunities into practical solutions.

A MESSAGE FROM THE **CHIEF EXECUTIVE**

The successful candidate will be strategic and able to drive positive change while inspiring high-performing teams. If you are committed to making a lasting difference for people experiencing homelessness and have the vision and leadership to support our growth, I would be delighted to receive your application. At Simon Community, we believe ending homelessness means being prepared to think differently. We are ambitious about what we can achieve and we want people who are curious and open to new ideas. Someone willing to challenge how things have always been done.

This role matters because buildings are more than buildings. They are people's homes, places where people work and spaces where people feel safe, supported and valued. We need someone who understands that, and who can bring together property expertise with a genuine focus on people and purpose.

You will be a values-led leader who is non-judgemental, determined and trustworthy. You will know how to build relationships, listen well, make sound decisions and bring people with you. You will also be comfortable looking beyond the obvious – finding new opportunities, trying new approaches and turning great ideas into practical solutions.

If you want to get a better feel for who we are and what we are about, look at our *Doing Things Differently 2024–2029* strategy and our most recent Annual Impact Report. You can read the full strategy document [here](#) and access our most recent Annual Impact Report [here](#). Together, they give a sense of our ambition, our values and the difference our people make every day.



Jim Dennison, Chief Executive

If you are someone who brings fresh thinking, enjoys solving problems and sees opportunity where others might not, this role gives you the opportunity to shape how we use property to create better places for people and help us continue doing things differently.

MEET OUR TEAM



Jim Dennison
Chief Executive

Jim has led Simon Community as Chief Executive since 2014, following his role as Head of Operations at the Chartered Institute of Housing. He holds an Honours Degree in Politics from Queen's University Belfast and a Postgraduate Diploma in Regional and Local Development from Dublin Institute of Technology. Jim is passionate about driving systemic change in housing and homelessness services. Outside of work, he's a proud dad of three, a football enthusiast, and a lover of good music.



Kirsten Hewitt
Director of Homelessness Services

Kirsten joined Simon Community in 2020, bringing experience from the voluntary and public sectors across Northern Ireland, the Republic of Ireland, and London. She holds a BSc (Hons) in Psychology and an MPhil in Health Sciences. Kirsten has led major service development and change projects, always with a focus on improving outcomes for people experiencing homelessness. She's mum to two children, sings in a choir, and plays cricket - often all in the same week!

MEET OUR TEAM



Andrea McCooke

Director of HR & Organisational Development

Andrea became Director of HR & OD in 2021 after nearly 25 years in senior roles across Local Government. Her career has spanned HR, organisational development, communications, equality and diversity, and customer service. Andrea holds a BA in Business Studies and a Postgraduate Diploma in HR Management. She's a Chartered Fellow of the CIPD and an accredited CEDR Mediator. Andrea is mum to two grown-up children, a fan of Brené Brown, and loves yoga with the girls and gigs with her husband.



Harriett Roberts

Director of Growth & Engagement

Harriett brings a wealth of experience in fundraising and communications, having held senior roles at ShelterBox, Tiny Tickers, and Oxfam. She's passionate about building meaningful engagement and driving growth across the charity sector. Harriett is mum to three, and when she's not leading strategic partnerships, she's probably enjoying a good brunch!

MEET OUR TEAM



Tim Campbell
Finance & Business Services Director

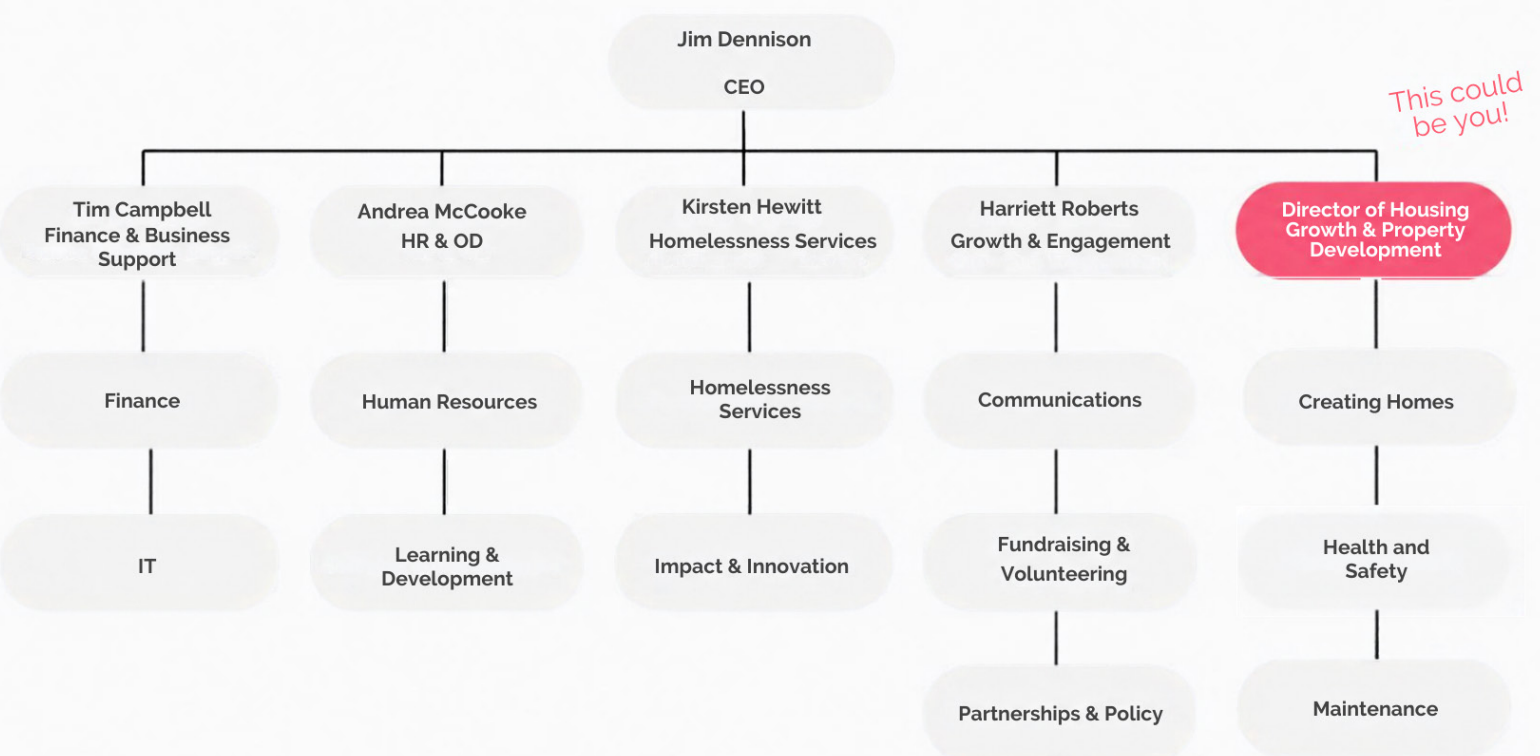
Tim re-joined Simon Community in 2026, bringing with him 10 years' experience in private sector finance.

He holds a joint-honours degree in English and Theology from Queen's University Belfast and is a Fellow of the Institute of Chartered Accountants in Ireland.

Tim is passionate about making sure our corporate services are strong, effective and focused on enabling Simon Community to deliver on its vision and ambitious plans – helping make sure the numbers, the systems and everything in between are working as they should.

Outside work, Tim enjoys spending time with his wife and two daughters, walking the family dog, following Arsenal FC (with all the highs and lows that entails!) and being involved in his local church.

THE STRUCTURE



OUR STRATEGY 2024 - 29



“Doing Things Differently” 5 Year Strategic Plan

We are responding to a deepening homelessness crisis with bold ambition and practical action. Our five-year strategy, *Doing Things Differently*, sets out a transformative roadmap to end homelessness for more people than ever before.

We believe that homelessness is not inevitable. It is the result of systemic failures: poverty, poor mental health, addiction, lack of housing, and social exclusion. Our strategy recognises that to truly end homelessness, we must do more than provide temporary shelter. We must prevent homelessness before it starts, offer tailored support when it happens, and create lasting housing solutions.

Our Strategy is built around five strategic priorities designed to help us achieve our mission of ending homelessness for people who need our help. These priorities focus on prevention, tailored support, housing solutions, investing in our people, and building a strong, sustainable organisation.

You can read the full strategy document [here](#) and access our most recent Annual Impact Report [here](#).

STRATEGIC PRIORITIES

Preventing Homelessness

We are scaling up early intervention services, expanding our Homeless Support Line, and increasing community-based support to help people stay in their homes. We're also tackling financial barriers through emergency interventions and tenancy deposit schemes.

Providing the Right Support at the Right Time

Our 21 accommodation services across Northern Ireland offer more than a bed; they provide wraparound support tailored to individual needs. We are committed to trauma-informed, person-centred care and to reducing the average length of stay in temporary accommodation.

Offering Solutions to End Homelessness

Through our Creating Homes programme, we are purchasing and managing properties to provide permanent housing. We are also expanding our Housing First services, especially for young people and women, and exploring shared tenancy models to increase affordability and reduce isolation.

Developing and Supporting Our People

We are investing in our staff through a comprehensive People Plan focused on wellbeing, leadership development, and recruitment. We are also deepening engagement with the people we support to co-design services that truly meet their needs.

Building a Strong Organisation for the Future

We are strengthening governance, digital infrastructure, and financial sustainability. Our Growth & Engagement Directorate are driving public awareness, fundraising, and systemic change, amplifying the voices of those with lived experience.

OUR MISSION, VISION & VALUES

MISSION

To end homelessness for people who need our help.

VISION

A society where everyone has a home.

VALUES

Trustworthy



We are reliable, honest, and
always act with integrity

Non-Judgemental



We treat people with respect

Determined



We will end homelessness



JOB DESCRIPTION



JOB TITLE: Director of Housing Growth & Property Development

REPORTS TO: Chief Executive

SALARY: £70K-£80K

DEPARTMENT: Senior Management Team

LOCATION: Central Office, Ewart Building, Bedford Street, Belfast

HOURS OF WORK: 35 hours per week, mainly Monday to Friday. A hybrid working system is in place.

The Opportunity

Simon Community is at an important point in our ambition to create more homes and end homelessness.

Every day, close to 500 people are supported across 22 accommodation services throughout Northern Ireland. Most of our accommodation is owned by housing associations and leased to Simon Community, with several properties currently undergoing, or due to undergo, refurbishment. Alongside this, Creating Homes currently has 39 properties in its portfolio, with funding secured with the ability and ambition to further scale this exciting and innovative housing initiative.

This creates an exciting opportunity for a Director who can think strategically about the whole portfolio - making the most of the accommodation we already have, improving the experience and quality of our temporary accommodation, delivering significant capital and refurbishment projects, and developing new and innovative ways to increase our housing stock.

As a member of the Senior Management Team (SMT), the Director will contribute fully to Simon Community's wider strategic leadership, bringing a property, housing and asset and perspective to organisational decisions whilst helping shape our direction beyond the Property & Assets portfolio.

JOB DESCRIPTION



The Opportunity

Our ambition is not only to create more homes, but to ensure that while people need our support through temporary accommodation, the places in which they live are safe, welcoming, well-maintained and fit for purpose. We want to provide the best temporary accommodation we can, while continuing to develop the homes and housing solutions that will help people move on from homelessness.

Creating Homes, a subsidiary of Simon Community, has a clear purpose: to sustainably acquire affordable housing that can help end homelessness. As this work develops, we need to ensure our wider property decisions support that purpose and that our approach is joined up, sustainable and capable of growing.

We are looking for an exceptional Director of Property & Assets to lead this agenda. This is a key leadership role, responsible for the strategic direction and performance of all our property and assets, whether owned, leased or rented. It will provide leadership and strategic oversight for Creating Homes, working with its Board and ensuring its direction is aligned with Simon Community's wider strategy and purpose.

The role will ensure property decisions support our ambition to end homelessness. This means making sound decisions about how we acquire, develop, lease, rent, manage, invest in and, where appropriate, dispose of property.

It also means ensuring that the property we already have works as well as it can for the people we support and the people who work in our services.



What you will lead

Setting the Direction for Property & Assets

Develop and secure agreement to a long-term Property & Assets Strategy aligned to our wider strategy, ambition to end homelessness and the purpose of Creating Homes. This will include a clear understanding of the whole property portfolio and the role each part plays, future property requirements, and a framework for acquisition, development, leasing, renting, investment, management and disposal.

Ensure the strategy provides a sound basis for investment and decision-making, with a clear understanding of social, operational and financial return.

Ensure the strategy reflects what our people need and want from the places in which they live and work, using insight from the frontline and people we support to inform property priorities and standards.

Leading Creating Homes

Provide strategic leadership for Creating Homes as the vehicle for sustainably acquiring affordable housing to help end homelessness.

Work with the Creating Homes Board to ensure its strategy, investment decisions and property activity are sound, sustainable and aligned with our wider direction.

Ensure learning from Creating Homes informs our wider property approach and that opportunities are considered across the organisation rather than in isolation.



What you will lead

Making property work for ending homelessness

Work closely with Services and Housing Solutions to understand current and future housing need and turn this into clear property priorities.

Identify opportunities to increase the supply of suitable homes through acquisition, leasing, renting, development and partnership, while keeping the housing journey of the people we support at the heart of decisions.

Actively explore and advise on innovative and practical ways to increase our housing stock, including the potential use of vacant properties, modular or other modern methods of construction, partnership approaches and opportunities that may not fit traditional models.

Ensure property decisions balance social impact, affordability, quality, risk and long-term sustainability.

Providing quality temporary accommodation

Provide strategic oversight of our temporary accommodation portfolio, recognising that this is a significant part of Simon Community's role in supporting people while they are homeless.

Work with Services and the Property & Maintenance team to continually raise standards and ensure our temporary accommodation is safe, welcoming, accessible, well-maintained and fit for purpose.

Use feedback and insight from people who live in, and colleagues who work in, our buildings to understand what is working well and where improvements are needed.



What you will lead

Making sure we can grow well

Develop an approach to property acquisition, development and management that can grow with us.

Ensure the Property & Maintenance function has the capacity, expertise, systems and external support needed, working closely with SMT and Finance to understand the financial and resource implications.

Make sure long-term costs, future maintenance and management requirements are understood and that we can move at pace without losing appropriate governance, due diligence or quality.

Getting the most from our property portfolio

Provide strategic oversight of all our property interests, whether owned, leased or rented.

Establish a clear approach to portfolio performance, condition, utilisation, cost, risk and lifecycle planning.

Identify where property needs investment, development, repositioning or potentially disposal.

Ensure we have reliable property information and meaningful reporting to support decisions about where to invest, where change is needed and how we get the greatest social and organisational value.

Ensure that decisions about property are informed not only by financial and technical considerations, but also by the experience of the people who live and work in our spaces.



What you will lead

Moving quickly when opportunities arise

Lead the strategic acquisition and development pipeline, identifying and assessing opportunities to purchase, lease or rent property.

Lead significant negotiations and ensure robust financial, legal, technical, operational and risk due diligence.

Develop clear investment cases for SMT and Board and oversee significant refurbishment, development and capital projects, ensuring they deliver against agreed outcomes, cost and timescales.

Lead the property and asset aspects of significant capital projects from opportunity through to completion and into ongoing management. This could include securing appropriate leases or property arrangements, overseeing refurbishment and development programmes, and ensuring projects deliver the required operational and service outcomes.

Work with our Finance & Growth & Engagement Teams, and relevant partners to identify viable funding and investment approaches.

Providing expert advice to SMT and the Boards of Simon Community & Creating Homes

Be our principal source of strategic property and asset expertise.

Provide clear, evidence-based advice to the Chief Executive, SMT and Board, making complex property, financial and market information accessible for decision-making.

Ensure property risks and opportunities are reflected in wider organisational and financial planning, with clear options and implications for significant decisions.

Establish appropriate governance for property acquisition, development, investment and disposal and ensure key estate risks, including condition, safety, compliance and statutory obligations, are understood and managed.

As a member of SMT, contribute actively to collective organisational leadership, bringing constructive challenge, insight and expertise beyond the Property & Assets portfolio.



What you will lead

Health, Safety and Sustainability

Provide leadership and oversight for Health & Safety within the Directorate, ensuring appropriate systems, standards, assurance and accountability are in place.

Contribute to Simon Community's developing sustainability agenda, using the Property & Assets portfolio as an important lever for improving environmental performance and ensuring sustainability is considered in property strategy, investment, development, refurbishment, energy use and long-term asset decisions.

Building a Property & Assets function for the future

Lead and develop a Property & Assets function that can support our ambitions as the portfolio grows.

Develop a strong, collaborative and accountable team culture, building on the experience and commitment within the existing team and developing the capability needed for the future.

Lead change well, bringing people with you and building understanding about property decisions and new ways of working. Grow the current culture where people take ownership, work well together and are committed to improving how we do things.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

- Relevant degree or professional qualification with at least three years' relevant professional experience in property, asset management, housing, estates, development or a closely related discipline, with responsibility for a diverse and complex property portfolio. Or, at least five years' relevant professional experience demonstrating an equivalent level of professional expertise and expertise.
- A proven track record of developing and delivering property or asset strategies that support organisational growth, service delivery and long-term sustainability.
- Strong commercial and financial judgement, including investment appraisal, business case development, budget management, value for money and long-term costing
- Experience of property acquisition, leasing, renting, development, refurbishment, disposal and major capital projects, including robust due diligence and risk management.



PERSON SPECIFICATION

ESSENTIAL CRITERIA

- Sound understanding of property compliance, Health & Safety, governance and risk within a regulated or complex operating environment.
- Experience of managing or improving accommodation or estates in response to the needs of the people who use them, including using frontline insight and lived experience to inform priorities.
- Experience of using property or housing to support wider organisational or social outcomes, balancing social impact, affordability, risk and long-term sustainability.
- Demonstrable senior leadership experience, including developing people and teams, leading change and contributing effectively to wider organisational strategy beyond a functional portfolio.
- Experience of providing strategic advice at senior leadership and Board level and building effective relationships with internal and external stakeholders.
- A strong alignment with Simon Community's values and purpose, with a commitment to using property well to create better housing solutions and help end homelessness.

OUR BENEFITS



Private Healthcare

High-quality medical care with prompt consultations and comprehensive coverage through Benenden Health, plus access to 24/7 GP.



Pension Scheme

Secure your financial future with our inclusive pension plan. Automatic enrollment means you can start saving for retirement with ease.



Competitive Annual Salary

Our compensation packages are designed to reward your hard work and commitment, ensuring that you are fairly compensated for the vital contributions you make to our organisation.



Occupational Sick Pay

This benefit ensures that you have financial security if you need to take time off due to health issues, allowing you to focus on recovery without added stress.



Cash Back Health Scheme

Our Health Cash Back Scheme through Health Shield helps you manage costs by reimbursing you for everyday healthcare expenses, such as dental and optical, therapies, and well-being services.



Family Leave

Enhanced maternity, paternity, and adoption leave to support you during important family moments.



Death in Service Payment

We offer peace of mind with our death in service payment, which provides your family with a payment equal to twice your annual salary in the event of your passing.



Generous Annual Leave Allowance

25 days per year, increasing by one additional day each year of service up to a maximum of 30 days. Additionally, receive 12 customary holidays to help you unwind and recharge.



Compassionate Leave

We offer this leave to help you manage life's challenges with the understanding and flexibility you need.



Growth & Success

We offer robust learning and development programs to help you excel in your role and advance in your career.

THE RECRUITMENT PROCESS

We are delighted to partner with Clarendon Executive to manage the recruitment process for this important role. Clarendon Executive is a trusted recruitment partner with extensive experience in executive-level hiring, ensuring that our process is thorough, efficient, and professional.

If you have any questions or require further information at any stage of the process, please do not hesitate to reach out to the team at Clarendon Executive. They will be happy to assist you.

Contact Details:

Joanne McAuley

joanne.mcauley@clarendonexecutive.com

07834321139

Application is by tailored cv and a supporting statement.

We look forward to reviewing your application and wish you the best of luck throughout the recruitment process.

GET IN TOUCH

We're here to help! Whether you have questions about our services, or want to learn more about how you can support our mission, our team at Simon Community is ready to assist you. Please reach out to us using the contact information below, and we'll get back to you as soon as possible.

We look forward to hearing from you!

CONTACT US:



028 9023 2882



simoncommunity.org



info@simoncommunity.org

