



Job Title: Building Safety Manager
Grade: Y8
Reports To: Assistant Director Operational Property Services

Key job element:

The Building Safety Manager is the responsible person for building safety across YHN's portfolio. The post holder will have a demonstratable field of competencies related to the role, including fire safety, building construction, health and safety and technical risk management.

- Support the accountable person by carrying out the day to day functions of ensuring that the allocated buildings are safely and effectively managed
- Be the single point of contact for residents in relation to confirmed building safety concerns
- Promote openness, trust and collaboration with residents
- Work with internal and external stakeholders including the MHCLG, Fire and Rescue Service and other housing and non-housing organisations to ensure collaboration and co-ordination for all building safety issues
- Implement robust controls to ensure effective control over all building related works
- Identify and advise of building safety improvements where reasonable and practicable
- Ensure all products used within build, refurbishment and maintenance works are fit for purpose, meet or exceed current building standards and work towards sector best practice
- Responsible for the identification of investment priorities to maintain compliance and reduce stock risk profiles
- Responsible for influencing investment expenditure to ensure compliance with relevant legislation

Person Specification:

This area focuses on skills and knowledge required in the role.

Essential Criteria:

- Ability to operate at a strategic level within a regulatory, or compliance environment
- Working knowledge of CDM 2015, Approved Document B and The Regulatory Reform (Fire Safety) Order 2005
- Qualification in relevant technical discipline
- Membership of CIBSE, IFE or equivalent (or working towards full membership)
- Ability to influence and negotiate at a strategic level with other authorities, emergency services, regulators and Government departments
- Experience in developing and implementing plans and strategies to improve service delivery
- Diplomatic, assertive and credible, with a demonstrable track record of building partnerships and working collaboratively with a wide range of partners to achieve best practice outcomes for customers
- Financial and business management experience, demonstrating continuous improvement
- Excellent communicator, using a range of techniques, within a range of audiences and media.
- Experience of delivering continuous service improvement
- Demonstrate strong influential skills to support effective change
- Experience of reducing fire and other relevant building safety risks

- Ability to deliver services that uphold the requirements of the Equality Act, Safeguarding policy, GDPR and Dignity at Work policy
- Excellent IT skills across a range of Microsoft products
- Able to regularly travel nationally to attend forums relating to the role.

Desirable Criteria:

- Previous senior level experience in an emergency services or resilience planning environment
- Possesses and maintains a valid driving license and is willing to drive as required by the role
- Educated to, or working towards NEBOSH Diploma

All employees are expected to be flexible within the scope of the role

*Your Homes Newcastle's Core Values play an integral part in determining our culture going forward and ensuring a progressive, sustainable and healthy working environment for our staff. Our values, practices and behaviours are at the heart of this and how our staff do things is as important as what we do. Our values are Be **R**eady, Be **A** amazing, Be **R**evolutionary, Be **E**nergetic.*

*It is no coincidence that our values spell out the word **RARE**. We want YHN to be known as "unusually good or remarkable" and an organisation with people that "stand out from the rest".*

We expect our people to demonstrate the following behaviours:

Be ready - together we're prepared for anything:

This value is about being "prepared, willing, eager and prompt".

The behaviours we expect are:

- Take responsibility to keep up to date
- Take ownership
- Make best use of time and resources
- Own your development and that of others
- Work as one team cooperatively
- Be prepared to contribute
- Be organised and on time
- Share information, knowledge and good practice
- Be adaptable and flexible

Be amazing – we'll exceed expectations

This value is about being "passionate, impressive, excellent and progressive".

The behaviours we expect are:

- Care about people and YHN
- Take pride in what you do
- Behave with sincerity and integrity
- Be your best and inspire others to be theirs
- Do right by our customers
- Have a desire to make things better and improve lives
- Be an advocate for YHN
- Learns from mistakes

Be revolutionary – have courage and be bold

This value is about “leading the way, involvement in change, engagement, being radically new or different and being creative”.

The behaviours we expect are:

- Prepared to be different
- A positive influence on others
- Consider and think of imaginative solutions
- Decisive and unafraid to do what’s best
- Prepared to challenge constructively
- Open-minded, tries to say ‘yes’ more than ‘no’
- Supports and promotes change

Be energetic – making every day count

This value is about “vitality, being interested, keen, inspirational and motivated”

The behaviours we expect are:

- Passionate in all you do
- Is up for the task
- Celebrates achievements
- Is able to “bounce back”
- Is motivated and enthusiastic
- Challenges poor performance and negative attitude