

# Help us make a difference in Greater Manchester

## Recruitment Pack

**Tripartite Agreement Director**  
£85k - £90k

**Greater Manchester Housing  
Providers Co-ordinator**  
£40k (pro rata)

# Help us make a difference in Greater Manchester

**Do you want to support the most mature, scaled collaboration of housing providers in the sector?**

**Do you want to work with one of the most advanced integrated care systems in the UK?**

**Do you want to be at the forefront of English devolution and national levelling up ambitions?**

**Do you want to help drive a radical agenda of public service reform through Greater Manchester's unique Tripartite Agreement?**

**We do things differently in Greater Manchester, and the strategic, dynamic and ambitious collaboration across housing, health and local Government is at the heart of our approach.**



**Greater Manchester Housing Providers, the Greater Manchester Combined Authority, NHS Greater Manchester, and GM's 10 local authority districts work in close partnership to deliver positive change across the city region.**

And our unique collaboration is enshrined in the Tripartite Agreement – a compelling commitment to the people of Greater Manchester that sets out our collective vision to deliver better homes, better neighbourhoods and better health.

We are looking for a Tripartite Agreement Director to drive the delivery of the agreement, helping us translate our strategic commitments into joint projects and initiatives 'on the ground'. We are also looking for a GMHP Co-ordinator who will work across the Greater Manchester Housing Providers partnership, supporting our Chair, Vice-Chair and workstream leads to help deliver our unique programme of work.

### **More information**

A role profile and person specification for both positions is included in this pack. The full Tripartite Agreement is also included as an appendix.

If you have any further questions about either role or would like more information about the application process, please get in touch with **Jemma Alcock** on **07971 184126** or **[jemma.alcock@msvhousing.co.uk](mailto:jemma.alcock@msvhousing.co.uk)**

### **How to apply**

To apply for either position please email a CV and a covering letter outlining why you are suitable for the role to **[jemma.alcock@msvhousing.co.uk](mailto:jemma.alcock@msvhousing.co.uk)**

**The closing date for both roles is Wednesday 30 November.**

Agile and flexible working arrangements are offered and encouraged for both positions.



# Tripartite Agreement Director

## Role profile

<b>Location:</b>	Agile
<b>Hours:</b>	Full time
<b>Salary Scale:</b>	£85 - 90k per annum employed on a 2-year fixed term contract by a Greater Manchester Housing Provider (GMHP) partner or Greater Manchester Combined Authority (GMCA) or on a consultancy basis
<b>Responsible to:</b>	Andrew McIntosh (GMCA), Warren Heppolette (NHS GM), Chair GMHP (reporting to the GMHP Chair)
<b>Responsible for:</b>	Strategic role leading on the delivery of the Tripartite Agreement and ensuring strong relationships between GMHP, GMCA and NHS GM

### **Purpose of the post**

The Tripartite Agreement Director will work across GMHP, GMCA and NHS GM and with wider stakeholders (including political leads) to drive delivery of the Tripartite Agreement (TPA). “Better homes, better neighbourhoods, better health”. The TPA itself will form the basis of the content of this role, alongside maintaining and building on the relationships within the partnership.

The Tripartite Agreement is a unique collaboration between GMHP, the Greater Manchester Combined Authority, and the Greater Manchester Health and Social Care Partnership to deliver positive change across the city region.

The Agreement offers a compelling commitment to the people of Greater Manchester, setting out our collective vision to work alongside local people, neighbourhoods and stakeholder organisations to create lasting solutions to complex issues and challenges centred on housing, health creation, and homelessness.

The postholder will be accountable to the leads within GMCA, NHS GM and the Chair of GMHP and will be responsible for the delivery of the objectives and work programmes set out in the TPA. A full work programme will be established with clear outcomes annually with the key leads based on the TPA.

This is a strategic role, working in the context of devolution, building on the success of the previous postholder and strength of the partnership to date. Initially, this is a 2-year fixed term contract and is open to secondment.

The Tripartite Agreement is appended to this pack.

## Key responsibilities

The postholder will work as part of a 'virtual' team alongside lead officers within GMCA and NHS GM and the main objectives of the role are to:

- Drive the delivery of the objectives within the Tripartite Agreement and common goals of the three partners, working to an accountability framework
- Maintain and build on the strong relationships within the three elements of the Partnership
- Work positively within a shared team
- Foster excellent relationships with wider stakeholders, including political leaders
- Maintain a strategic overview of various Greater Manchester action plans and Strategies
- Represent GMHP/GMCA and NHS GM in GM working forums and political briefings and ensure key issues and developments are shared across the system
- Attend relevant meetings and briefings across the three partners e.g. GMHP CEO meetings, Reform Board, Population Health Board, as directed, and articulate key aims and challenges effectively on behalf of the partnership
- Act as a critical sounding board to Chair and Vice Chair of GMHP, and lead directors within GMCA and NHS GM to problem solve and remove barriers to delivery of the aims of the TPA
- Lead on agenda setting and co-ordination of the monthly TPA meeting
- Provide proactive engagement and collaboration with relevant theme leads and strategic leads across all three partner organisations
- Establish links between leads within all parts of the GM system, including local government, and also effective networks to help successful delivery of the TPA
- Support the organisation of key events
- Provide advice and guidance to the 3 key leads to set strategic direction, define issues and action, and to galvanise actions
- Help to steer key issues for political influencing and with relevant partners
- Have an active overview of themes, strategies and emerging issues across all three parts of the system and effectively connect these together
- Provide programme management support to enable key objectives
- Maintain a watching brief on new and emerging policy and continuous horizon scanning to provide guidance to the three lead partners.

## Person specification

### Appropriate professional qualification

- Educated to degree level / holds a relevant professional qualification or equivalent through training
- Evidence of and commitment to continual professional, leadership and personal development.

### Experience and track record

- Experience of working at a senior level, preferably within one of the Greater Manchester Tripartite organisations (including local government)
- Excellent communication skills across a broad system level
- Experience of successfully leading organisational change and developing a high performing culture
- Experience of leading organisational change
- Experience of leading and managing complex projects and initiatives
- Evidence of excellent partnership working and effective collaborative working to deliver positive outcomes
- Experience of building capacity and capability within a changing and complex environment.

### Knowledge and skills

- Understanding of the operating environment and policy context within Greater Manchester
- Understanding of the political environment locally and nationally
- Working knowledge of housing strategy, health and social care and public service
- Excellent communication, interpersonal and presentation skills to enable effective communication in a variety of settings
- Excellent organisational skills
- Ability to analyse complex issues and suggest practical and deliverable solutions
- Excellent influence and negotiation skills to achieve positive outcomes
- Ability to plan, prioritise and organise effectively to meet changing needs
- Experience of strategy formulation including the ability to implement strategy.

### Personal characteristics

- Strong commitment to Greater Manchester
- Ability to operate confidently at a senior level, political nous and ability to provide constructive challenge
- Professional approach to the role and commitment to achieving high standards
- Able to work flexibly including evening work.

# GMHP Co-ordinator

## Role profile

<b>Location:</b>	Agile
<b>Hours:</b>	14 hours – flexible to meet GMHP and successful candidate’s needs
<b>Salary Scale:</b>	£40k per annum (pro rata) employed on a fixed term contract by a GMHP partner or on a consultancy basis
<b>Responsible to:</b>	Chair and Vice Chair of GMHP
<b>Responsible for:</b>	Sustaining and developing the work of GMHP and improving outcomes for GMHP and the wider GM partnership.

### **Purpose of the post**

The Greater Manchester Housing Providers (GMHP) Co-ordinator will work across the GMHP partnership along with wider stakeholders to support the Chair and Vice Chair.

The postholder will support the business operations of the GMHP partnership, leading on specific work as requested, accountable to the Chair and Vice Chair and helping to ensure the GMHP partnership delivers against its tri-partite agreement commitments, responding to other changes and requirements that arise within the GMCA or the NHS GM. The role will work closely with the CEO’s and other relevant colleagues from member organisations, particularly in support of theme leads.

## Key responsibilities

- Support the Chair and Vice Chair to ensure the business operations of GMHP run smoothly and the governance of GMHP operates effectively, providing reports and other relevant materials as required
- Developing and delivering against an annual work plan
- Support to the TPA Advisor/Director in ensuring GMHP themes and workstreams align with successful delivery of the Tripartite Agreement
- Co-ordinate formal GMHP responses to consultations, working with the Chair, Vice Chair and Theme leads
- Provide a link role for theme leads and support across all themes – including external stakeholder relationship management support
- Work with CEO leads to maximise the outcomes of the themes and strengthening cross theme working
- Where agreed support the need for extra support to the resources already contributed by theme leads and their organisations
- Providing support for the work GMHP does for its own members in response to complex challenges eg regulatory issues and tenant voice
- Attendance at IG, Strategy and CEO group and lead on Delivery Group
- Support the business operations of GMHP including organisational support, agenda setting and development of papers for key meetings
- Lead on the organisation of events, workshops and the annual AGM and awayday, working with the Chair, Vice Chair and IG.

## Person specification

### Appropriate professional qualification

- Holds a relevant professional qualification or equivalent through training
- Evidence of and commitment to continual professional, leadership and personal development.

### Experience and track record

- Strong track record of leading excellent services and improving business operations
- Excellent communication skills at CEO level
- Experience of successfully leading organisational change and developing a high performing culture
- Experience of leading and managing complex projects and initiatives
- Evidence of excellent partnership working and effective collaborative working
- Experience of building capacity and capability within a changing and complex environment.

### Knowledge and skills

- Working in a high-level partnership with a track record of change and Improvement
- Working knowledge of housing strategy and housing and public service Legislation
- An in-depth and practical understanding of current housing issues and relevant Policies
- Excellent communication, interpersonal and presentation skills
- Excellent organisational skills and able to innovate
- Ability to analyse complex issues and suggest practical and deliverable solutions
- Excellent influence and negotiation skills to achieve positive outcomes
- Ability to plan, prioritise and organise effectively to meet changing needs
- Experience of strategy formulation including the ability to implement strategy.

### Personal characteristics

- Strong commitment to the values of GMHP and GM working
- Authentic and inspiring leader who is resilient and robust with a positive outlook
- Professional approach to the role and commitment to achieving high standards
- Able to work flexibly including evening work.

# Appendix

## Tripartite Agreement





If you have any further questions about either role or would like more information about the application process, please get in touch with **Jemma Alcock** on **07971 184126** or **[jemma.alcock@msvhousing.co.uk](mailto:jemma.alcock@msvhousing.co.uk)**