Job description

<table>
<thead>
<tr>
<th>Role</th>
<th>Property Director</th>
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<tbody>
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<td>Package</td>
<td>Up to £97,000 (Grade B)</td>
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<td>Accountabilities</td>
<td>Managing Director</td>
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<td>Board</td>
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<td>Clients</td>
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Purpose
As the most senior property professional, to manage, develop and oversee the commercial and residential property portfolio held by Ipswich Borough Assets and Handford Homes (and their subsidiaries) as well as providing advice and support to Ipswich Borough Council on strategic property / development projects.

Main duties
1. To lead the management and development of existing asset portfolios, including acquisitions, disposals, tenant liaison etc
2. To lead the development of new assets for retention or onward sale
3. To ensure that the property portfolios deliver expected financial returns
4. To advise Ipswich Borough Council and company Boards on property / development matters
5. To ensure that assets are regularly valued and the requirements of both company and council auditors are met in this regard
6. To lead multi-disciplinary teams to deliver investment and development projects
7. To actively participate in the management and development of Ipswich Borough Council’s wholly owned companies
8. To effectively manage a team of individuals employed by IPSERV, applying the relevant HR policies, effectively designing and managing change and ensuring modern efficient working practices, and one team approach.

Essential criteria
1. MRICS
2. Senior management / leadership experience
3. Political and financial acumen
4. Effective performance and project management
5. Track record of managing complex asset portfolios including acquisitions and disposals
6. Strong inter-personal and partnership working skills including negotiation and influencing

Desirable criteria
1. RICS registered valuer

Note
This job description is a guide to the requirements of the role and may be varied at any time without changing the substantive nature of the role.