

<b>Employer:</b>	Morgan Sindall Investments Limited ('MSIL')
<b>Job Title:</b>	Development Manager, Slough Urban Renewal ('SUR')
<b>Responsible to:</b>	SUR Development Manager
<b>Responsible for:</b>	Delivery of individual Site Developments and Community Projects in accordance with the SUR Partnership Business Plan, taking instruction and guidance from a senior Development Manager and the SUR General Manager.

### **Main Purpose of Role**

To support the Development Managers who are leading the development and delivery of projects and managing the principal supply chain and advisory team.

### **Key responsibilities include:**

- Support the management of the development of sites (whether to be delivered as Site Developments and / or Community Projects) through option appraisals, viability testing, planning and contract negotiations through to contract close in line with procedures set out in the SUR Partnership Agreement
- Co-manage the SUR delivery partners to ensure an appropriate response to delivery of high quality projects, identifying, resolving or escalating any performance issues which may arise
- Assist with the control and management of agreed project budget and costs (with the allocated MSIL Project Accountant) for each site
- Coordinate and liaise with the allocated MSIL Commercial Manager for each site
- Assist in the delivery of Site Developments/Community projects in line with the Development Plan approval process
- Supporting the SUR General Manager and Business Board as required;
  - Liaising with the SUR Training and Skills Coordinator to achieve demonstrable benefits for community groups as projects are developed and delivered
  - Identifying, implementing and participating in continuous improvement initiatives
  - Compliance with SUR's Quality, Health & Safety and Environmental Management systems.

### **Responsible to Senior Development Manager(s) for:**

- Manage the development of each site and the supply chain appropriately and effectively during the pre-construction, construction and disposal phases on time & within budget.
- Control and management of costs (with the Project Accountant) for each site
- Delivery of sites through the construction phase and sales and marketing

- Management of disposal of the sites.
- Work collaboratively and represent SUR appropriately and effectively at site and client meetings.
- Represent and assist in reporting formally to the SUR Business Board every period/month on progress of the project.
- Manage resources with the Development Managers effectively including:
  - appointment and management of external consultants and advisers
  - quality assurance and control
  - environment, health and safety
  - within agreed budgets.

### Key Accountabilities

- Assist with establishing and maintaining the Business Plan by supporting the SUR General Manager and Business Board
- Input into the financial management of SUR as necessary
- Secure and maintain a strong working relationship with the SUR General Manager, Development managers, Business Board and SBC Officers and Elected Members
- Establish and maintain high levels of credibility, trust and respect for SUR with its Members, stakeholder community and supply chain.

### Person Specification

Skills	Essential	Desirable
Relationship and partnership management	X	
Property development experience	X	
Negotiating and problem solving	X	
Seeing and converting commercial opportunities	X	
Acting as an ambassador and networking at all levels	X	
Report writing in a concise, accurate style	X	
Ability to manage conflict resolution	X	
Effective Communication and presentation skills	X	
Familiarity with standard business ICT and MS suite of documents	X	
Knowledge	Essential	Desirable
Demonstrable track record of a development management role in a similar environment.	X	
Understanding of working collaboratively in partnership	X	

Understanding of places like Slough	X	
Awareness of macro-economic factors affecting the property market	X	
<b>Behaviours</b>	<b>Essential</b>	<b>Desirable</b>
Personal integrity and ability to take a balanced view of complex issues	X	
Ability to work in a multi-disciplinary professional team	X	
Ability to build trust between partners	X	
Proportionate approach to risk management	X	
Personal enthusiasm, commitment, energy and drive	X	
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
High levels of numeracy and literacy	X	
Degree or equivalent level formal qualification	X	
RICS qualified or equivalent	X	
Other relevant professional qualification or accreditation		X
Skilled in the use of Argus development software		X