

## Job Description

### Rural Housing Enabler (Ceredigion and surrounding areas)

**Responsible to:** Director of Housing and Support

**Responsible for:** None

#### Strategic Objectives:

- Work within rural communities in Ceredigion (and neighbouring local authorities with respect to the border areas) to assist the strategic housing and planning authority to identify local housing need and find potential viable sites for development of additional affordable housing and possible other uses.
- Assist rural communities in Ceredigion and border areas to develop solutions to assist with the long term sustainability of those communities; including re regeneration of existing properties for housing and community use.
- Work in partnership with strategic housing and public, the Welsh Government, private and third sector providers within Ceredigion and any current or successor neighbouring local authorities, to assist in the development of appropriate local policies and strategies to promote the sustainability agenda within rural communities.
- Raising awareness locally, regionally and nationally of rural affordable housing issues/barriers/challenges/solutions and working closely with other RHE projects to develop solutions.

#### Duties and Responsibilities:

- To engage with the local authority, community councils, landowners, registered Social landlords and developers to seek opportunities for rural affordable housing development, particularly where those opportunities can be delivered quickly and to promote affordable housing options in rural locations.
- To identify affordable housing needs by undertaking local investigations and surveys ensuring the results are fed into appropriate local authority strategies and communicated to all key stakeholders.
- Develop a working protocol for the steering group in response to individual community council recommendations to ensure clarity between both parties prior to a housing needs survey being undertaken.

- To identify and develop specific opportunities for the development of affordable housing using a variety of mechanisms delivery.
- To assist partner organisations in the development of policies and strategies to deliver affordable housing, e.g. local lettings policies.
- To liaise and work co-operatively with key partners to ensure the delivery of additional affordable housing for sale or rent.
- To mediate between local communities and stakeholders in the event of issues arising from a proposed development.
- To conduct workshops and presentations to community councils and community groups e.g. young farmers clubs in rural communities, often outside office hours
- To identify good practice in the provision of affordable housing and input into research and policy analysis on rural housing issues from time to time.
- To promote an understanding of the need for affordable housing and its benefits for the local community.
- To identify innovative solutions to affordable housing need and work with key partners and the private sector to deliver. Negotiate with landowners for the potential provision of development sites.
- To identify land, sites and property (public and private) and assist in the assessment of their suitability for development or re-development as affordable housing.
- To identify funding opportunities and promote the efficient use of resources.
- To regularly engage and interact with local communities and Community Councils in order to develop a meaningful relationship to facilitate targeted work in areas of housing need, and develop proposals and opportunities for delivery of affordable housing.
- To maintain an understanding of the whole housing market and respond appropriately.
- To pursue partnerships across geographical and local authority borders to promote affordable housing delivery and community sustainability.
- To assist in the delivery of wider initiatives such as the regeneration of existing properties or other strategic priorities whenever possible for housing, business or community use.
- Attend and participate in Rural Housing Enabler meetings with the Welsh Government and attend other relevant meetings as considered appropriate.
- The above duties are neither exclusive nor exhaustive and the post holder may be required to carry out other such work or duties as may be required by the Director of Housing and Support.
- The post holder will occasionally be expected to work outside normal office hours e.g. presentations to community councils, attendance at weekend events.



## Personal Specification

### Rural Housing Enabler

All criteria are **Essential** unless indicated otherwise.

#### Qualifications:

- Educated to a degree level in a recognised related subject or a minimum of 5 years relevant experience.

#### Experience:

- Experience in Housing, Planning or other appropriate discipline in the Construction, Development or Built Environment Fields.
- A good understanding of rural issues, rural housing and sources of funding as well as experience of dealing with a wide range of bodies such as landowners, community councils and developers etc
- Delivery of schemes/projects within a specified time frame.
- Experience of working with communities and community sustainability issues
- Experience of undertaking research and analysis and preparing reports.
- Experience of partnership working in public, private or voluntary sector.

#### Linguistic:

- Good written and spoken Welsh.
- Good written and spoken English.

#### Practical / Personal skills:

- Good verbal communication skills and the ability to give presentations.
- Ability to organise and maintain accurate records and information.

- Ability to organise own workload and work independently and as a member of a team.
- Ability to collect and analyse data.
- Ability to present clear and concise information and reports and articulate policies and financial issues clearly.
- Able to think strategically, provide innovative solutions and appraise complex issues.
- Ability to make logical decisions, have an unbiased rational approach and be able to mediate/negotiate

**Personal Qualities:**

- Enthusiasm.
- Self-motivation.
- Well developed communication and interpersonal skills.
- Full driving licence and unrestricted access to a vehicle.
- Ability to work out of office hours e.g. to present at Community Council meetings.
- Ability to work under pressure and to deliver performance targets and outcomes effectively and on time.