



We are looking to fill a new post to work with our Business Development Manager.

Haig Homes is a medium sized, dynamic registered charitable housing Trust, and the leading provider of general needs housing for former members of the Armed Forces and their families. We operate throughout the UK with 1,300 homes in 46 local authority areas.

We provide business development support to our sister charity, Haig Housing Trust.

ASSISTANT DEVELOPMENT MANAGER (REF 2010/1) **Starting Salary c£30,000**

We need someone with a sound knowledge of the Armed Forces to help us assess the housing needs of ex-Service personnel, especially those who have sustained injuries, and who can work proactively with statutory and voluntary organisations, including Service charities, to identify potential solutions to their housing problems.

An experienced manager with excellent administrative skills, you will be responsible for

- Developing and maintaining contact with those sections of the Armed Services dealing with wounded/injured personnel
- Processing applications for housing assistance
- Undertaking the management of specific projects
- Undertaking research to identify areas of unmet housing need and
- Assisting with the development of other housing related projects.

You will be a self-starter with an eye for detail, have excellent communication skills and be competent in the use of the Microsoft Office suite. You will be an individual who enjoys a varied and interesting job and the opportunity of finding solutions to housing problems. Working mainly at an office in central London, and occasionally at our Morden Head Office, you will occasionally need to travel throughout the UK. Recent experience or knowledge of the Armed Forces is essential.

We offer

- A competitive salary of c.£30k
- A contribution of up to 10% of salary to our group personal pension scheme
- 25 days holiday increasing to 30 days
- Car allowance
- Other optional benefits

For information about Haig Homes see our website www.haighomes.org.uk

For an information pack and application form contact Ann Clark on 020 8685 5783, email annc@haighomes.org.uk quoting the reference number for the job given above.

For an informal discussion please contact Rory Ingleby-MacKenzie, Business Development Manager,
020 8685 5779

Haig Homes, Alban Dobson House, Green Lane, Morden, Surrey SM4 5NS