



**Cartrefi
Cymunedol
Cymru**

**Community
Housing
Cymru**

Board Vacancy

Board Member

Closing date: 12pm, 29th October 2025

Enquiries

www.chcymru.org.uk

recruitment@chcymru.org.uk

Registered under the Companies Act: 1985

Registration Number: 2380564

Charity Registration Number: 1128527



About CHC

Community Housing Cymru is the voice of housing associations in Wales.

Community Housing Cymru (CHC) is the membership body for not-for-profit housing associations and community mutuals in Wales. We represent 30 non-profit organisations who provide social housing and related services across the country. Our members house over 10% of the Welsh population and are committed to delivering high-quality affordable homes, tackling poverty, and improving lives.

Learn more about us [here](#).

Our values

As an organisation we are committed to being an outstanding employer.

Community Housing Cymru is a remote working organisation, giving staff the freedom to perform their jobs when and where they work best on a day to day basis.

We get together as a staff team or in smaller groups at least once every six weeks, usually in Cardiff, to maintain all important connections.

Our culture and values are important to us, and we are proud to have a staff team that is not only dedicated to our mission but passionate about the work needed to progress. Our values reflect [this](#).

About the role

Do you ... Think differently? Think creatively? Think about the future? Want to make a difference?

JOIN OUR BOARD!

We are looking for new Board members who have the skills, energy, and enthusiasm to help the Board assist housing associations in meeting challenges but also ensure that CHC is a strong, sustainable, financially resilient organisation at the forefront of public policy and influencing in Wales.



CHC Board's Core Purpose

To work together to secure CHC as an effective and successful representative organisation by:

- Shaping a value-adding identity and scope of business
- Creating a clear, ambitious and stretching vision for CHC and the sector
- Challenging and supporting Senior Leadership Team to achieve well-defined outputs and outcomes
- Defining risk appetite and managing risks appropriately
- Ensuring the effective functioning of governance structures and processes
- Securing the ongoing financial health of the organisation

As a Board Member, you will be working in a team deciding the strategic direction of Community Housing Cymru, which includes setting and monitoring the annual delivery plan. You will be expected to:

- Prepare, attend and actively participate in board and strategy meetings (normally held in Cardiff). Our board cycle is attached to this role profile.
- Have a collegial approach to working with the board and share responsibility for decisions taken
- Treat Board information and discussions as confidential until advised to the contrary.

What are we looking for?

We are encouraging applications from staff who work below director-level to bring new experiences and viewpoints to the Board. Previous Board experience is not essential for this position and the successful candidate will be given support to help them in this role. We are also looking for current HA Board Members to apply. The aim of seeking applicants from these two areas is to ensure we have a diverse representation on our Board.

You will be a good communicator and experienced in working within a team. You will be creative in your approach and will want to play a part in helping to tackle the challenges facing the sector over the coming years. The expectation to contribute positively at Board meetings will be met by demonstrating strong analytical and influencing skills, and your confidence in asking questions and being satisfied with the answers given.



Person Specification (unremunerated)

In order to strengthen our board, we are looking for the following skills and experience:

- Experience of sitting on a HA Board (Previous board experience is not essential for this position and the successful candidate will be given support to help them in this role)
- Experience of working in governance and risk environment

Skills and Competencies

You will demonstrate a high degree of professionalism, impartiality, integrity and objectivity.

There are a range of skills and competencies that our Board members must demonstrate. Whilst not exhaustive, we expect all Board members to be able to demonstrate ability in these areas.

- Sector – Experience or knowledge of the sector in which CHC operates
- Technical – Skills and specialist knowledge to assist the ongoing aspects of the board's role.
- Governance – Experience, knowledge, or an understanding of governance arrangements (from a Board or member of staff reporting to Board perspective).
- Behavioural – The attributes and competencies enabling the individual director to use their knowledge and skills to function well as a team member and to interact with key stakeholders.

Commitments

- Meetings: There are a minimum of 6 board meetings a year with each meeting lasting up to two hours. Additional meetings may be arranged as necessary.
- Preparation: The role involves understanding and dissecting papers, this preparation is expected to take around half a day.
- Involvement: We are looking for someone who is eager to probe, ask questions and be very much involved. It's hard to specify a set number of days for the role, but we need someone who is committed to making a meaningful impact.

Period of appointment

The term will run for 3 years with an opportunity to stand for a further 3 years.

Expenses

Board members are entitled to claim reimbursement of travel and other costs directly related to board activities.



How to apply

CHC are dedicated to fostering an inclusive and diverse work environment. We acknowledge the unique contribution that all potential candidates can bring in terms of their education, experiences, opinions, culture, ethnicity, race, gender, nationality, age, religion, disability, sexual orientation and beliefs. Our recruitment processes are designed to be accessible and barrier-free, encouraging all applicants to apply with confidence.

1. Submission form, which you will need to complete outlining in no more than 1000 words how you meet the experience criteria set out in the 'what are we looking for' part of the job specification and why you want this job.
2. You MUST also include a short CV in relation to your application for this role (max of three pages).
3. Equal opportunities form. This form will not be used at any stage of the recruitment process, and will be separated from your application form immediately on its receipt. Any information given on this form will remain confidential and will only be used for monitoring purposes to assess the effectiveness of our equal opportunities policy.

If you want to have an informal chat about the vacancy, please contact

Stuart Ropke, Chief Executive, on 07590 034 071 or email stuart-ropke@chcymru.org.uk

Or Gerraint Oakley via jane-shorrock@chcymru.org.uk

The completed form, CV and equal opportunities form must be emailed and marked Private and Confidential – Board Member to recruitment@chcymru.org.uk by 12pm, 29th October 2025.

All forms will be held for six months in line with best practice to ensure we are able to give feedback to unsuccessful candidates and to support the organisation if a claim was brought against it. We look forward to receiving your completed submission.

- Shortlisting will happen on 30th October 2025.
- Interviews will be held on 14th November 2025. In person and virtual interview options will be available.

A recommendation will then be made to the full Board to approve the appointment prior to our AGM on 19th November.

Once approved by the Board, members will formally approve the appointment at our AGM.



Once approved, the successful appointee will have full voting rights as a Board member and their attendance will contribute to the quorate of a meeting.

Please note, you cannot apply for this vacancy if a current member of the CHC Board is from your organisation. Namely:

Aelwyd Housing

Adra Housing Association

Cadarn Group

Clwyd Alyn

Merthyr Valleys Homes

Community Housing Cymru is committed to equality, and values diversity.

Please note that CVs will only be reviewed ahead of an interview and will not be considered as part of an initial shortlisting process. However, should a large number of applications be received, CVs may be used to assist in shortlisting candidates to the interview stage. Key personal information such as name, age, educational institutions, etc., will be removed beforehand.

Key personal information contained within personal statements will also be removed before they are considered for initial shortlisting. We would be grateful if candidates could avoid including these in the first instance.

Applications are particularly welcome from disabled people and black and ethnic minority people. We guarantee to interview these applicants who meet the minimum criteria for the role.

We want you to have every opportunity to demonstrate your skills, ability and potential. Please contact us if you require any assistance or reasonable adjustments to the application process.