



**Cartrefi
Cymunedol
Cymru**

**Community
Housing
Cymru**

Job pack

Board Member

Closing date: 5pm, 2nd October 2026

General enquiries

www.chcymru.org.uk

enquiries@chcymru.org.uk

Registered under the Companies Act: 1985

Registration Number: 2380564

Charity Registration Number: 1128527



About CHC

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

We are the membership body for not-for-profit housing associations and community mutuals representing 31 non-profit organisations who provide social housing and related services. 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

Our work is grounded in collaboration, integrity and a commitment to supporting members to deliver safe, affordable homes and strong communities. We champion the collective interests of the sector and focus on the issues that matter most to housing associations and the people they serve.

As a trustee, you will join an organisation that is mission-driven, evidence-based and focused on achieving positive outcomes for members and communities across Wales. Our values guide how we work, how we influence and how we support the sector to respond to current and future challenges.

About the role

Do you think differently, think creatively and think about the future? Do you want to make a meaningful contribution to the social housing sector in Wales?

JOIN OUR BOARD!

We are looking for new Board members who can bring insight, energy and strategic thinking to help CHC support housing associations through sector challenges, while ensuring the organisation remains strong, sustainable and influential.



CHC Board: 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).
- 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 seeking a new Board Member who can bring fresh insight, strong analytical skills and a commitment to supporting the housing association sector in Wales.

We welcome applications from individuals with experience in **digital and AI, or communications and/or public affairs**. We are not concerned whether this experience has been gained at director level - what matters is your ability to contribute constructively, think strategically and bring relevant expertise to our discussions.

We have two vacancies: one for a Board Member with a housing association background and one for an individual who is independent of the social housing sector. You do not need to be currently serving on another housing association board to apply.



We are looking for someone who is a confident communicator, collaborative in their approach and able to work effectively as part of a team. You will be comfortable asking questions, analysing information and seeking assurance where needed. Creativity, curiosity and a willingness to engage with the challenges and opportunities facing the sector will be important in this role.

Previous board experience is not essential. We will provide support to help the successful candidate fulfil their responsibilities and contribute positively to the Board's work.

Person Specification (unremunerated)

Statutory duties of a CHC Board Member

- To ensure that CHC complies with its governing document (Memorandum and Articles), charity law, company law and any other relevant legislation or regulations.
- To ensure CHC has a clear vision, mission and values and that it develops a clear strategy with measurable objectives to work towards achieving its vision and charitable objects, as defined in its governing document.
- To ensure the financial stability of CHC and to ensure resources are used exclusively in pursuance of its objectives.
- To contribute actively to the Board's role in giving CHC firm strategic direction, setting overall policy, defining goals and targets, and evaluating performance against agreed targets.
- To safeguard the good name and values of CHC.
- To ensure the effective and efficient administration of CHC.
- To protect and manage CHC's property and to ensure the proper investment of funds.
- To appoint, manage and support the Chief Executive and ensure the organisation has appropriate, effective staff.

As well as statutory duties, any Trustee should make full use of any specific skills, knowledge or experience to help the Board make good decisions. The above list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.



Commitments

- **Meetings:** There is a minimum of four board meetings a year with each meeting lasting up to two hours and two Board Development meetings lasting up to five 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.

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](#)

or Gerraint Oakley, Chair of CHC Board, via [Beverley Davies](#)

To apply for this role, please submit the following:

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.

The completed form, CV and equal opportunities form must be emailed and marked Private and Confidential – Board Member to [Recruitment Mailbox](#) by 5pm 2nd October 2026.

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 7th October 2026.
- Interviews will be held on 19th October 2026. 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 24th November 2026.

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.

The following organisations are currently represented on the Board:

Cardiff Community Housing
Valleys to Coast
Merthyr Valley Homes
Trivallis

First Choice Housing
ClwydAlyn Housing
United Welsh



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.