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| **Job title:** | Development Manager |
| **Department:** | Land & Planning |
| **Responsible to:** | Head of Land |
| **Responsible for:** | N/A |

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| **Job Purpose:** |
| To support, manage and co-ordinate all aspects of the pre-development process (land and planning, design, engineering activities) from site identification to planning approval and site start.  The role will work closely with Land & Planning, Technical, and the Pre-Development Commercial team to manage and maximise forthcoming development opportunities. |

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| **Main Duties and Responsibilities:**  **Effectively manage and maximise site opportunities through the pre-development process -**   * Take ownership of allocated pre-development projects, project managing all aspects of the pre-development process (land and planning, design, engineering, activities). * Prepare and maintain project programmes, implementing key milestones and control documents for monitoring project progress and risks & opportunities. * Act as a conduit between internal functions and external consultants to ensure opportunities are optimised and effective working relationships are developed * Co-ordinate multi-disciplinary Project Team Meetings supporting projects as required. * Demonstrate a strong commercial commitment to maximising profit by supporting the team to seek efficiencies throughout the development process. * Support the Project Team to identify and manage risk within projects, including Technical (including CDM), Land, Planning, Production and Sales. * Manage external consultants’ performance and delivery in line with project targets, ensuring cost and quality performance is maximised. * Ensure delivery of key information, board reports, programmes and assessments/status updates as required.   Development Appraisal -   * Develop and maintain a full understanding of the Story Homes viability system and the various internal procedures involved in investigating, reporting and ultimately purchasing land. * Develop and maintain a sound knowledge of the planning system and working closely with the planning and technical teams and external consultants, be highly involved in the planning process, monitoring site progress through to implementable consent. * Support the development of planning application strategies and budgets. * Maintain and develop a knowledge of all aspects of the pre-development process in order to challenge and support the team in maximising opportunities. * Maintain a good understanding of legal issues relating to land contracts.   **General -**   * Ensure familiarity with Story Homes Health, Safety and Environmental policies and comply with employee responsibilities. * At all times comply with company policies, procedures and instructions. * Contribute to improving the business, protecting and enhancing the reputation of the company, by putting forward new ideas and, when requested to do so, implementing change. |
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| **Key Attributes** | Core:   * Natural organisational skills and project management proficiency * High level of analytical and risk identification skills * Basic knowledge of the planning system, land acquisition and technical process associated with volume housebuilding * Basic knowledge of legal contracts (Conditional, unconditional, Options and planning legal documents) * Basic knowledge or demonstratable experience in/understanding of commercial viability.   Desirable:   * Detailed knowledge/specialism in the land and planning function or the technical process associated with volume housebuilding |
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| **Qualifications/**  **Experience** | Core:   * Minimum of 2 years’ experience in residential land acquisition, planning, technical services or project management. |
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| **I confirm I have read and understood my job description.** | | | |
| Employee Name |  | Date |  |
| Employee Signature |  | Date |  |
| Line Manager Signature |  | Date |  |

I*t is a requirement of Story Homes that all staff work in a flexible manner compatible with their job and in line with the objectives of the company. Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the business.*