



Work for us

Financial services team roles
Information pack

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Welcome



Thank you for your interest in being part of the financial services team here at Notting Hill Genesis.

As part of my team, you'll provide finance support services across our organisation. Those services include accounts payable and payment processes, accounts receivable and order processing, and tax compliance and planning. We also provide general accounting services, such as consolidation and statutory reporting, systems accounting and master data management.

Now is an exciting time to join us as we transform the finance directorate in line with our Better Together corporate strategy.

Our Better Together corporate strategy sets out clearly what we want to achieve. It includes ambitious goals for improving the quality of our service and the experience of our residents. Put simply, we are committed to working better together for our residents, providing safe, warm and comfortable homes where they can live their lives well. At the same time, the strategy recognises the need for stable financial foundations if we are to achieve those goals.

We've reviewed how the finance directorate is set up and have created several new teams and refreshed many of our roles. Successful candidates will have significant opportunities to make a genuine difference to our residents, whatever their personal circumstances, and support our mission of making London home.

This pack and the associated role profiles provide more information about our organisation and the sorts of people we're keen to attract. Most importantly, you'll be someone who genuinely puts customers first, has a passion for our vision and mission and makes our values visible every working day.

I look forward to your application.

Ayo Laleye

Financial services director



Our story

A home provides the basis for a stable and healthy society, but the capital's housing crisis means that for too many Londoners, a home is out of reach.

We're a not-for-profit organisation with a focus on providing quality homes at below-market rents for people who would otherwise struggle to afford them. We are both a landlord and a developer, with more than 60,000 existing homes and 10,000 more in our pipeline, and a well-established commercial business from which we reinvest surpluses to support the provision of below market-rent homes across the capital.

Founded in the 1960s to address slum conditions in west London, we're now one of London's largest charitable housing associations and a leading advocate and trusted partner to local councils and government, giving Londoners a base and community from which to achieve their potential.

Powered by half a billion pounds of investment through our Better Together strategy, we're on a mission to improve how we deliver even better quality homes, connections and places for our 130,000 existing residents. Alongside working better together for our residents, we'll also continue to build and develop new and more affordable homes, so that more people can continue to make London home.

Making London home



Our finance team

There are four departments in our finance directorate, which includes around 100 colleagues in total. Although each department is responsible for a range of specific finance capabilities, all have a strong focus on operating collaboratively as one finance team delivering for our customers.

Each department is led by a director who reports to Mark Smith, our chief financial officer, who joined us in April 2024.

Three of the four departments are new. They've been created as part of our Better Together Finance programme, one of several strands that supports our wider Better Together corporate strategy.

Better Together Finance aims to refresh how we work so we're set up in the best way to support our operational colleagues to deliver the outcomes that matter most

to residents and have the right tools to do our jobs well. It includes:

- Simplified processes for routine finance tasks so everyone is clear what they need to do when and actions take as little time as possible
- The introduction of Microsoft Dynamics, which works alongside other Microsoft products already used across our organisation, to automate those tasks where practical and replace our outdated and often cumbersome Compleat and SUN platforms
- A restructure to ensure the team has the right roles to support the new ways of working, delivered by people who share our values and offering opportunities for career progression for those who want it



Tinaka Niven

Head of finance operational hub, financial services

I'm one of three heads of service in the financial services team who report into Ayo Laleye. My colleagues in the other heads of roles have recently been recruited and will join me in the summer to make up our senior leadership team in financial services.

My team and I are responsible for all finance operations comprising of accounts payable, accounts receivable and rental income.

I joined Notting Hill Genesis 10 years ago. From the outset I was given the encouragement, support and tools to progress, enabling me to become an expert in my field. In my role I feel valued and that my input, opinion and advice is actively sought and listened to.

One of the things I love about working here is that my colleagues from across the organisation come from all walks of life, creating a dynamic outlook to everything we do.

It's a really exciting time for us as we transform the service we offer to really make a difference to our resident's lives. This is your chance to join us and become part of that change.



Why work with us?

We care about the wellbeing of our people and we believe this makes Notting Hill Genesis a great place to work: a place where you'll feel supported and valued. As well as offering competitive salaries within our sector, we also provide a wide range of additional benefits and several ways to help you maintain a healthy work-life balance.

Total compensation

Our basic salaries are very competitive. For pensions, we will contribute **up to 10.8%** of earnings alongside your contributions of up to 9.2%, which means that a maximum of 20% of earnings is put aside each month as total pension contributions.

Internal mobility

Once you join us there are plenty of opportunities to grow and move around. We have many examples of people starting off in one area of the business and then moving into marketing, or HR or a more customer-facing role where you are dealing with residents every day. If you enjoy doing a wide variety of tasks and don't have a passion in one particular area, this could be the route for you.

Our core benefits

- Generous pension contributions plus free life assurance
- Excellent annual leave allowance (25 days rising to 27 after 2 years of service) plus Christmas office closure
- Hybrid working opportunities
- Cycle2work
- Healthcare cash plan scheme
- Health and wellbeing service, including remote GPs
- Interest free season ticket loan
- Interest free tenancy deposit loan
- Enhanced maternity and paternity pay (qualifying period may apply)
- Wellbeing events, such as flu vaccination vouchers and massage days
- Professional subscriptions paid for

Hybrid working

We value and respect difference and are committed to building an inclusive culture by creating an environment where you can balance a successful career with your commitments and interests outside of work. We support flexible working arrangements that foster collaboration, combined with the power of in-person interactions. We are supporters of hybrid working and many of our roles lend themselves to a mixture of office, community and home working. Some roles lend themselves to flexible options more than others and we are open to discussing agile working opportunities during the hiring process.

Diversity

We are one of the most diverse and inclusive employers in London. Not only are 67% of our staff from an ethnically diverse background, we have also made a commitment to have 40% Black, Asian and minority ethnic representation at board and committee level by 2025. We are a Stonewall Diversity Champion and a Disability Confident employer. We also have several staff networks covering a range of diverse characteristics.

Location

Your office space will be mainly in King's Cross, but you should also expect to spend time in our buildings in Hammersmith and Chelmsford for specific activities. All offer a modern working environment and are situated in areas that offer a wide range of amenities in vibrant local neighbourhoods.

Wellbeing

The wellbeing group runs regular sessions including yoga, pilates and meditation classes. With a variety of events, activities, guest speakers, workshops and useful information, there's something for everyone. Our aim is to inform, inspire and help you get the most out of life as well as having fun at the same time.



Learning and development

We are committed to developing you and your career; we want you to grow. We help colleagues to do this by providing career pathways as well as many varied learning and development opportunities. Our corporate programmes, such as leadership and mentoring, are complemented by a variety of online resources and facilitator-led sessions across the corporate skill base. To develop our leaders of tomorrow and help support our diversity initiatives, we support and encourage colleagues to take part in external development programmes such as Leadership 2025, Future of London Leaders Programmes and the G15 Accelerate Programme.