Solicitor – Housing Management

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What's it all about

As our Solicitor – Housing Management, you will lead and develop our housing management legal workstream, delivering high-quality, resident-focused legal advice and litigation services. You will manage your own complex caseload while supervising and mentoring a team of paralegals. Working closely with operational teams, you will advise on housing management matters including tenancy and lease breaches, anti-social behaviour, failed succession, subletting and tenancy fraud. You will take ownership of cases, guide colleagues through legal risks and work collaboratively to achieve effective resolutions.

How you'll make a difference

You will also support and deputise for the Head of Legal (Litigation) on complex or substantial matters, helping protect NHG's interests while keeping residents at the heart of decisions.

How you'll do it

- Lead, supervise and mentor paralegals, monitoring caseloads, performance and quality while supporting their professional development.
- Manage a varied caseload of housing management litigation, including tenancy and lease breaches, anti-social behaviour, failed succession, subletting and tenancy fraud.
- Advise operational and frontline teams on housing law, landlord and tenant issues, litigation strategy and associated risks.
- Oversee the drafting and preparation of legal documentation, court bundles, evidence, witness statements and internal papers to a high standard.
- Identify, prioritise and escalate high-risk or complex matters, recommending practical steps to mitigate legal and organisational risk.
- Work closely with other in-house legal workstreams, particularly disrepair and compliance, to deliver a joined-up legal service.
- Maintain effective practice management, case reporting and cost control, managing legal spend within budget and the legal services framework.

Responsibilities

- Take day-to-day responsibility for the housing management workstream, ensuring a consistent, responsive and collaborative legal service.
- Conduct and supervise in-house litigation and undertake reserved legal activities within your practising authorisation.
- Provide specialist representation, advocacy, advice and training to operational colleagues on housing management issues.
- Ensure cases are progressed promptly, with appropriate oversight, accurate records and compliance with team standards and procedures.
- Monitor team performance indicators and reporting, taking timely action on performance, conduct and development needs.
- Build effective relationships with colleagues and stakeholders, communicating complex legal matters clearly and sensitively.
- Share expertise across the legal team, strengthening capability, improving working practices and delivering resident-centred outcomes.
- Ensure that you follow and keep up to date with all relevant Notting Hill Genesis and statutory policies and related procedures including health and safety and financial regulations.

All about you

Living our values

Our purpose is to create a fairer London where everyone has a place to call home, and our mission is to listen to our residents and provide homes and services that enable them to thrive. Our values are at the heart of everything we do and guide how we work, collaborate and make decisions every day. By bringing them to life, you'll help us deliver our mission and make a positive difference for residents, communities and colleagues

Our values are:

- **We succeed together**
- **We keep our word**
- **We do better every day**

This is a people manager role. Please refer to our people manager standards.

Essential knowledge, experience and skills, qualifications and professional memberships including regulatory requirements

- Qualified Solicitor of England and Wales with a valid Practising Certificate, able to undertake reserved legal activities and supervise colleagues who are not authorised to do so.
- At least two years' post-qualification experience (PQE).
- Experience of social housing legal work gained in private practice, a housing association or a local authority.
- Expert knowledge of housing law, landlord and tenant legislation and litigation processes.
- Strong leadership and people management skills, including experience of supervising, coaching or developing others.
- Excellent communication and stakeholder engagement skills, with the ability to give clear, practical legal advice.
- Ability to manage complex caseloads under pressure, apply sound judgement and take a strategic approach to risk and compliance.
- Proficiency with legal databases, case management systems and Microsoft Office applications.
- Ability to identify and escalate significant legal risk and to deliver compliant, resident-focused outcomes.