Risk and Assurance Manager

Notting Hill Genesis

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Enterprise Risk Management Team

What's it all about

The Risk and Assurance Manager plays a key role in embedding risk management, assurance and internal control across the organisation. The role brings together enterprise risk oversight, assurance coordination, and internal audit activity, providing independent insight and challenge to support the achievement of strategic and operational objectives.

Acting as a key liaison between directorates, the Enterprise Risk Management (ERM) function and the broader assurance framework, the role ensures that risks are identified, effectively managed, and subject to proportionate and robust assurance.

You will provide independent oversight and challenge to the first line of defence, providing confidence to senior leaders and the Board that risks and controls are working as intended.

How you'll make a difference

Reporting to the Head of Risk and Assurance, you will help create a culture where risk awareness, strong controls and assurance is part of everyday decision-making. By providing independent oversight, constructive challenge, and high quality assurance activity, you'll ensure the organisation's risks are well understood and managed within appetite.

Supporting the team, your work will support improved risk identification escalation and mitigation, stronger control effectiveness and accountability, better informed and more confident decision-making and a stronger ability to anticipate and respond to emerging risks.

How you'll do it

Risk Management and Oversight (Second Line of Defence)

- Lead the implementation and embedding of the Enterprise Risk Management Framework, ensuring a consistent approach to identifying, assessing, managing, and monitoring risks.
- Undertake second-line oversight and monitoring of risk exposures, controls, and compliance with risk policies.
- Provide independent challenge to first line risk assessments, mitigations, and controls.
- Ensure risk registers are regularly reviewed and updated to reflect material risks, control performance, issues, events, and corrective actions.
- Support the development and maintenance of the principal and operational risk registers, ensuring alignment between top-down and bottom-up risks.
- Monitor emerging risks and support directorates in responding proactively to changes in the internal and external environment.

Assurance and Internal Audit (Third Line of Defence)

- Support the Head of Risk and Assurance in developing and delivering a risk based assurance and audit plan, aligned to strategic priorities and risks.
- Lead and/or oversee assurance and audit reviews to assess the effectiveness of risk management and internal controls.
- Ensure reviews are planned, delivered and reported in line with professional standards, policies and best practice that clearly articulate findings, assess control effectiveness and identify root causes.
- Oversee the tracking, validation and reporting of management actions arising from assurance and audit activity.
- Contribute to the ongoing development of NHGs Assurance Framework, improving clarity of assurance sources and minimising duplication across the three lines of defence.

Risk Analysis and Reporting

- Analyse and interpret complex data to identify risk trends, interdependencies, and emerging risks.
- Develop dynamic risk and assurance reporting and dashboards that support senior decision-making and demonstrate risk exposure and control maturity.
- Prepare clear, insightful risk reports and briefings for Executive and Board-level committees.
- Monitor key risk indicators (KRIs) and assurance outcomes, and track the effectiveness of mitigation plans.

Collaboration and Stakeholder Engagement

- Partner with directorates to embed risk and control practices into planning, decision-making, and performance management processes.
- Provide practical advice, training, and guidance to support consistent understanding and adoption of

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risk management and assurance awareness principles.
- Foster strong working relationships across the three lines of defence, ensuring clarity of roles and responsibilities.

Regulatory Compliance
- Ensure ongoing alignment with regulatory requirements and external standards for risk management, assurance and internal audit. Periodic review and continuous improvement of risk policies, frameworks, and guidance documents.

- Ensure that you follow and keep up to date with all relevant NHG and statutory policies and related procedures including health and safety and financial regulations.

- Hybrid arrangements - at **least two days a week in an office**. On other days, working from home may be possible, depending on the work and the interaction required.

All about you

Behaviours for success

Our values set out what we stand for. You'll need to show us how you match them and how you'll behave to ensure those are visible when carrying out your work.

- Compassionate
- Progressive
- Dependable
- Inclusive
- Empowered

For each value, we've created example behaviours to help you understand our expectations in more detail. Please refer to the framework. This role is at **manager** level

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

Essential knowledge, experience and skills including qualifications and professional membership

- Professional qualification or working towards qualification in risk management and/or internal audit/accounting (e.g. Certification in Risk Management, IIA, IRM, ACA, ACCA or equivalent)
- Experience of work within risk management, assurance and/or internal audit, ideally within housing, finance or a regulated environment.
- Uphold ethical principles including integrity, objectivity, professional competence, confidentiality, and professional behaviour; be a role model of the organisation's values.
- Strong communication and interpersonal skills for diverse audience engagement; work collaboratively
- Strategic thinking ability; capable of analysing complex data to develop solutions and make well-reasoned decisions
- Experience influencing operational activities at both tactical and strategic levels
- Evidence of strong partnerships and relationship building with internal/external stakeholders
- Ability to manage, develop, appraise and performance manage staff to ensure they are fully motivated to achieve best performance.
- Strong analytical skills with proficiency in data analysis tools and techniques.
- Strong understanding of enterprise risk management, internal control frameworks and assurance methodologies including the three lines of defence, and regulatory requirements.
- Excellent communication and interpersonal skills, with the ability to present complex information clearly and concisely.
- Detail-oriented with the ability to prioritize tasks and manage multiple projects simultaneously.
- Proficiency in Microsoft Excel, PowerPoint, and other relevant software applications.

Desirable:

Experience of delivering or overseeing internal audit or assurance reviews.