



***Director of Finance, ICT and Investments***



## MMHS

### Background information

Methodist Ministers' Housing Society ('MMHS') was founded in 1948. For over seventy-five years, we have been providing quality housing and associated services on charitable terms for Methodist Church ministers, both Presbyters and Deacons, ('Ministers') and their spouses/partners.

We operate in the United Kingdom, the Isle of Man and the Channel Islands; this is a wide geographical area. At the present time, we look after c650 ministerial households.

As well as providing for those who retire at usual retirement age, we also look after those who retire early on health or compassionate grounds. We provide, too, for widows, widowers and dependents of Ministers who die in active service.

We have an equity sharing *scheme*, whereby retiring Ministers take an equity interest in the MMHS property in which they live. We also have an equity sharing *fund* whereby MMHS takes an equity share in a property owned by both retiring and already retired Ministers.

Wellbeing support is very important to us and has been given a particular strategic focus in recent years. We are committed to assisting with mobility needs as much as we can and enabling the Ministers and their spouses/partners, to continue living independently in their own homes for as long as possible. A key element of this is to ensure that our properties are suitably adapted for use, and are also fully accessible.

MMHS's mission is expanding. We are providing more wellbeing support, and in 2026, we will be embarking on a new area of mission which will address need in the wider world.

## Message from the CEO



This is an important moment for us.

We are looking for a highly strategic Director of Finance, ICT and Investments with a broad skillset which stretches beyond the remit of many financial leadership roles in the charity sector. The person we are looking for will also need to be comfortable being operationally 'hands on' as our core staff team is small.

We are an ambitious charity, pressing forward with positive change. We are grateful for our impactful and significant past but equally grateful for the amazing opportunities we have to shape the present and future.

For a senior leadership role in our organisation, you will need to have an entrepreneurial mindset and a commitment to leveraging your business acumen for societal good.

MMHS is going through a lot of change so change must not faze you. By way of example, one of our strategic objectives is 'to be agile and mobile, with access to real-time data and information'. To that end, we are embracing technological change in order to drive digital transformation. As a digital enterprise – our aspiration – we know our mission will be delivered better.

I would also like to share a little about our organisational values and our culture.

As a charity that has looked after the needs of ministers of the Methodist Church, a Christian ethos underpins who we are; it is part of our DNA. Speaking more generally, we value professionalism, hard work and fun. We put a lot into building the capacity and capability of our staff team and our board of trustees; we know it's important that each person is equipped to deliver what is expected of them. We also want our people to realise their potential.

This is no ordinary role. But you may be no ordinary person. Perhaps this role is for you.

A handwritten signature in black ink, which appears to read 'Mairi Johnstone'.

Mairi Johnstone, CEO

## Job Description

The role encompasses **three** distinct areas, as set out below, and the Director of Finance, ICT and Investments will be required to do the following:

### Finance:

- Ensure MMHS's financial strategy effectively underpins its strategic objectives and enables sound decision-making and goal setting
- Develop and deliver financial plans which ensure that the charity functions in the best way possible
- Develop and fine-tune financial planning models, forecasts and projections which will inform strategic thinking and planning
- Oversee our financial systems, ensuring that they run to a high standard and deliver robust levels of financial control, as well as support the delivery of organisational objectives
- Undertake financial projects, as directed, and provide recommendations
- Implement and enforce financial policies, processes and procedures, and ensure full compliance with financial regulations and accounting standards
- Support key stakeholders with financial guidance when required
- Lead, with support from relevant staff, on:
  - Monthly management accounts
  - Budgets
  - Forecasts and projections
  - Annual audits
- Proactively identify financial challenges and opportunities, and develop approaches to these
- Lead and motivate members of their team and cultivate a high-performing culture

### ICT:

- Ensure MMHS's ICT strategy is being implemented optimally
- Ensure that MMHS's IT platform operates with maximum benefit for the charity, both strategically and operationally
- Lead on MMHS's ICT transformation projects whereby we are modernising and improving our information and communication technology, infrastructure, and processes and practices, to better support our strategic objectives
- Lead on cloud migration, ensuring seamless adoption of cloud technologies
- Enable data-driven decision-making
- Lead on using technology and data analytics to gain insights and to improve efficiency
- Identify opportunities to leverage AI and automation
- Lead on API integration with planned outsourcing
- Oversee cybersecurity, penetration testing, and ICT compliance. Ensure robust disaster recovery and business continuity planning.

### Investments:

- Ensure MMHS's investment strategy is being implemented optimally with a particular focus on the creation and development of new income streams
- Undertake investment projects, as directed, and provide recommendations
- Implement and enforce investment policies
- Determine drivers to reduce risk and costs

- Provide senior colleagues and the board of trustees with investment guidance when required
- Work with MMHS's investment managers and other third-party experts, ensuring MMHS's investment portfolio is at all times aligned to the charity's strategic objectives, risk tolerance and time horizons

### Person Specification

We anticipate that the successful candidate will have the following qualities, skills and experience:

- You will be a fully qualified accountant with leadership experience
- Relevant investments and/or experience is a distinct advantage but open to applicants with willingness to upskill
- You will have a strong ICT aptitude and experience around IT projects
- Significant experience of strategic leadership in the public, private or charity sector
- A detailed understanding, developed through experience, of what a high-quality finance/ICT/investments role looks like
- Experience of supporting organisational change, including a transition to a new strategy or mission
- A full understanding of the charity sector, in particular around statutory and regulatory requirements
- High-level abilities with use of data analytics and determining data quality
- A commitment to learn new skills and obtain new qualifications in support of their role
- Able to be a supportive and constructive member of a senior leadership team
- Able to advise a board of trustees
- Interpersonal wisdom and confidence, including the ability to motivate and manage members of their team and influence others across the organisation
- A visionary, positive, and solutions-oriented mindset
- High standards of integrity and a desire to serve and support colleagues
- Empathy with MMHS's core values which are high standards of care and professionalism underpinned by a Christian ethos

### Final Details

**Job Title:** Director of Finance, ICT and Investments

**Contract type:** Full time, permanent

**Salary:** £90k - £100k (plus up to a 16% pension contribution and other attractive benefits)

**Responsible to:** CEO

**Staff oversight:** 3 (plus contractors and outsourced service providers)

**Location:** Our London Office with the option of one day a week WFH

**Closing date for applications:** 14th May 2025

**Interviews will take place:** w/c 19th May