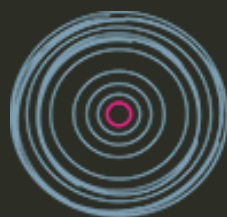




HOUSING FOR ALL



Oasis

Cardiff

Recruitment Pack

Housing Development Manager

Location: Cardiff and remote work from home

Closing date: 12 noon, 16/08/2021

Interview date: 24/08/2021

Welcome

Dear Applicant,

Oasis Cardiff is a charity that supports both asylum seekers and refugees. We have been running for over 13 years and our vision is to provide the best opportunities to help people integrate into their communities in Wales and UK, as they begin their new lives. We recognise that many people have had difficult journeys and experiences that have brought them to the UK but bring incredible cultural richness and heritage that teaches us so much. The project with Tai Pawb, Housing Justice Cymru, Welsh Refugee Council and The Wallich is very exciting. It provides the opportunity and platform for significant change in the housing sector for new status refugees and as well as people with no access to public funds.

We are looking forward to getting this project underway and having a great team make an impact for many people.

Good luck through the process.

Yours Sincerely Richard Eynon
Deputy Chief Executive, Oasis Cardiff



Welcome

Thank you for your interest in the Housing Development Manager role.

Tai Pawb is the leading national organisation promoting equality and diversity in housing. Our purpose is to Inspire Wales to be a Fairer Place to Live. We support and work with our members to help them put ideas into practice, we influence policy makers to make housing policy fairer and we strive to be the thought leaders on equality, diversity and human rights issues for the housing sector and beyond.

We are a driven and passionate team of seven and our values and purpose are always at the core of what we do.

We are supportive and friendly. Our remit is quite niche and we don't expect applicants to be experts at both equality and housing from the beginning. For this role knowledge of supported housing and barriers that Refugees and Asylum Seekers face as well as the right values are the most important elements. If you are not sure whether to apply – feel free to give me a ring at 02922788939.

Tai Pawb has ambitious plans for the future and we need great people to help us deliver on these and take the organisation forward. One of the great things about working in a compact organisation like Tai Pawb is that you can really develop a variety of skills, wide knowledge, networks and your own profile, and it is very satisfying as you can see the direct impact of your work (there aren't many of us, you can really influence our direction and decisions don't take as long as they might in large organisations).

This is a fantastic opportunity to apply your skills and develop your potential in an organisation which is committed to supporting you in your career journey.

I am looking forward to receiving your application.

Rob Milligan

Funding and Partnerships Manager, Tai Pawb



About Us

Tai Pawb

Tai Pawb is the leading national organisation promoting equality and diversity in housing. Our purpose is to Inspire Wales to be a Fairer Place to Live. We support and work with our members to help them put ideas into practice, we influence policy makers to make housing policy fair and we are the thought leaders on equality, diversity and human rights issues for the housing sector and beyond.



Oasis Cardiff

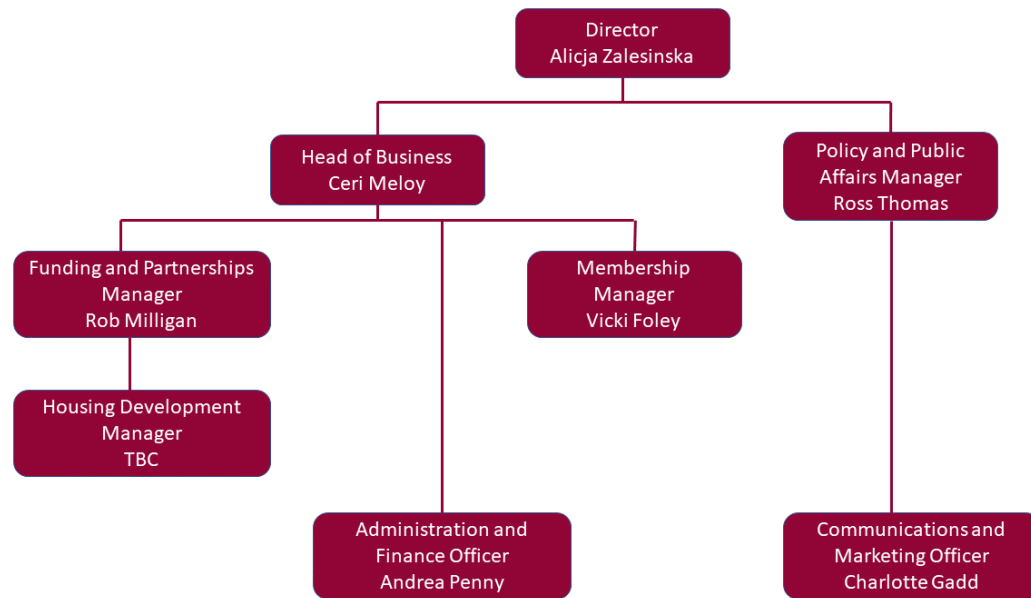
Oasis Cardiff is a non profit charity that aims to help Refugees and Asylum Seekers in Cardiff. Our main aim and vision is to help Refugees and Asylum Seekers integrate within their local community.

Not only do we encourage integration within our own community and culture but we are also keen to learn and be inspired by the cultures and traditions we are exposed to daily by our wonderful clients at Oasis.

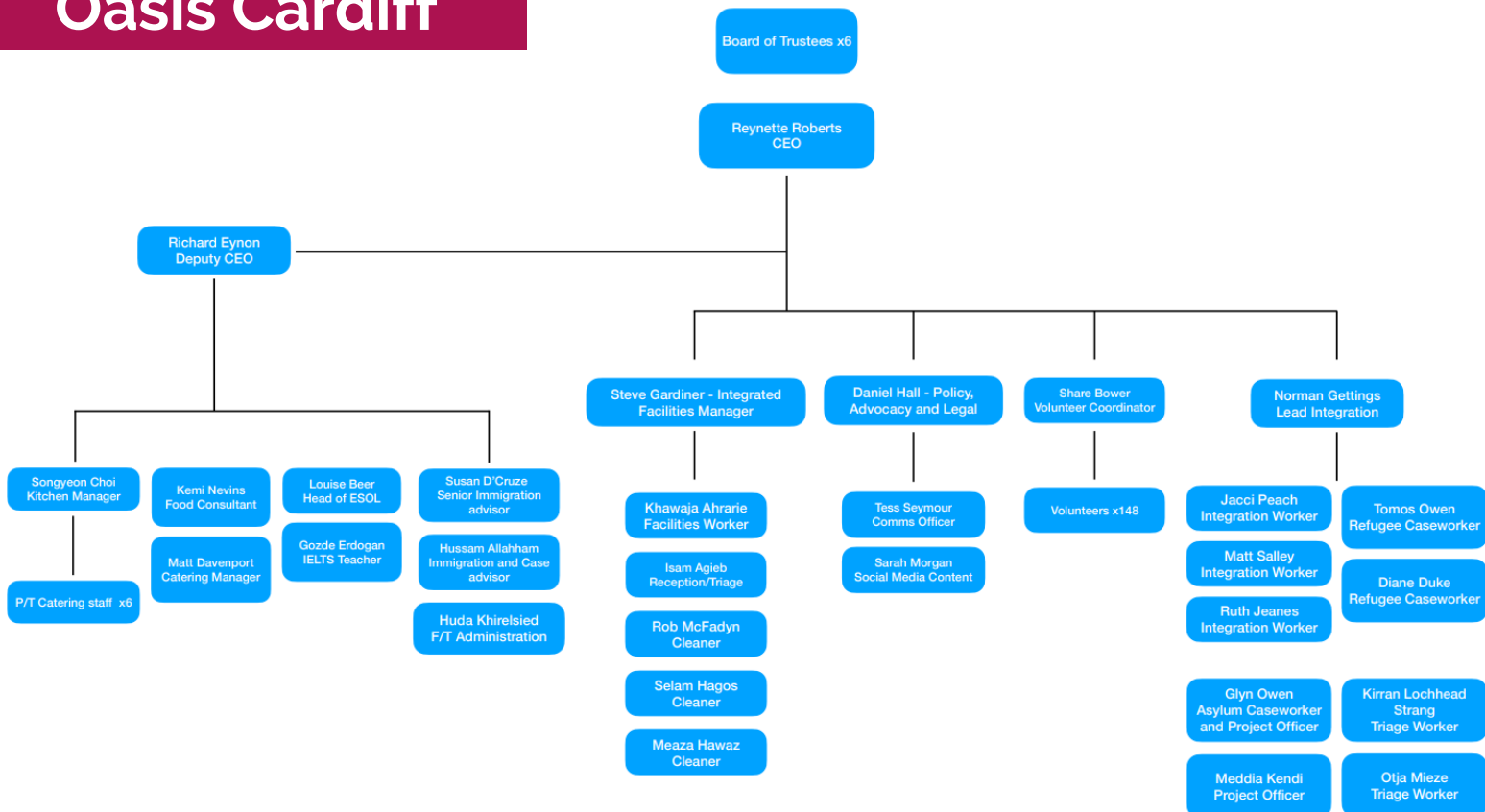


Organisational Structure

Tai Pawb



Oasis Cardiff



About the Project

This opportunity is part of a larger multi agency project called Building the Nation of Sanctuary – A Joined Up Approach

Refugees and Asylum Seekers / other migrants with no recourse to public funds (NPRF) have limited opportunities to find a safe, secure and decent home.

Access to housing plays a crucial role in being able to (re)engage with a legal process to resolve a person's precarious immigration status and move out of destitution. Access to housing is equally important for newly granted Refugees who are at risk of homelessness to ensure they are able to integrate and begin to contribute to the community and economy in Wales.

Project Overview

This project aims to achieve positive change for participants and their communities as well as change for the wider sector. This project gives us the opportunity to work together in partnership to provide a cohesive joined up approach to prevent destitution and homelessness for Refugees, people seeking asylum (and other migrants) in Wales.

Increased access to safe, secure and stable accommodation



Tai Pawb and Oasis will work together to develop a pilot supported housing project designed to meet the needs of both newly granted Refugees and Asylum Seekers left destitute which will support them to thrive and achieve positive move-on accommodation.



Housing Justice Cymru will work in partnership with existing hosting projects to increase hosting provision across all four asylum dispersal areas through the recruitment of volunteer hosts, building capacity and establishing new local provision where there is no current provision.



Move-on accommodation will be explored through existing Wallich services, and HJC Citadel Project and Faith in Affordable Housing. We will work in partnership with the wider housing and homelessness / Refugee sectors and local authorities.

About the Project



Asylum seeking beneficiaries will be supported to engage with Asylum Justice to make progress with immigration cases. Refugee beneficiaries will be supported to engage with the Welsh Refugee Council's move on, advocacy and signposting support.

This project will also facilitate referrals into The Wallich progression programmes, including training, volunteering and employment opportunities as well as wider support services for those with the right to live and work in the UK.

During this project we will work together to gather evidence to support change for future policy and practice in Wales. We will work with and involve people with lived experience throughout the project including co-development and co-evaluation to ensure the people we support have a say in the changes needed and in measuring project success.



Job Description

Post: Housing Development Manager

Responsible to: Funding and Partnerships Manager (Tai Pawb)

Salary: £30,360

Contract: Full time 35 hrs/week for 3 years

Purpose of the post

The **Housing Development Manager** role will be based at Oasis Cardiff (for 3 days a week) and Tai Pawb (for 2 days per week). The purpose of this post is to increase the provision of 'move on' accommodation (from statutory Home Office provision) available to newly granted Refugees and Asylum Seekers left with NRPF in Wales.

The Housing Development Manager will have a lead role in supporting Oasis to develop a supported accommodation scheme in partnership with other housing providers. The role will also maintain and develop Tai Pawb's partnership work with similar Refugee support organisations, who are part of the Welsh Refugee Coalition and are providing accommodation to people seeking asylum and Refugees.

Key Duties



Work closely with Tai Pawb's Funding and Partnerships Manager, Oasis' Deputy CEO, Housing Justice Cymru's Chief Exec and lead on the co-design and development of a supported housing scheme in Cardiff.



Establish and develop working relationships with housing associations, private sector landlords, churches and other sources of housing stock.












Develop and embed a trauma informed approach to accommodation and support provision.



Develop a business plan, that sets out a clear plan for upscaling and future sustainability. Document the model and procedures for other organisations interested in the project.

Job Description

Key Duties (cont)

-  Negotiate, manage and review contractual and service level agreements with housing providers and third sector organisations.
-  Build Oasis' organisational capacity in tenancy management and housing management through training, recruitment and partnership working.
-  Work in a co-productive way with a range of stakeholders. Facilitate co-production with a wider partnership group to ensure service is holistic and meets the needs of beneficiaries.
-  Ensure the design and implementation of appropriate lease and tenancy agreements, referral pathways, and tenant support documents.
-  Represent Tai Pawb at sector and wider stakeholder meetings and particularly those related to accommodation for Refugees and Asylum Seekers.
-  Work with the team at Tai Pawb to formalise all learning from the project and disseminate to the housing sector and Refugee support sector. Develop resources (e.g. video assets, blog posts, presentations) and feed into Tai Pawb's wider policy work.
-  Actively encourage Tai Pawb members to release stock for use in accommodating Refugees and Asylum Seekers as they have committed to in the 'Deeds Not Words' pledge.
-  Work with NACCOM to ensure best practices by tapping into the existing pool of housing expertise and direct support including developing tenancy/housing management/tenant supported documentation. As well as developing a gap analysis of Wrexham and outline outcomes.
-  Contribute to the evaluation process, ensuring reports are timely and funders, partners and external evaluators are kept satisfied.

Person Specification

	Essential	Desirable
Knowledge	<p>Competence in Microsoft Office and video call software</p> <p>Knowledge of supported housing management</p> <p>Understanding of barriers to accommodation and integration facing Refugees and Asylum Seekers</p> <p>Knowledge of community services and ability to form partnerships with organisations</p>	<p>Relevant Degree or professional qualification</p> <p>Understanding of the Refugee support sector and the housing sector</p> <p>Understanding of equality and diversity issues</p> <p>Understanding of person centred and trauma informed approaches to support provision</p>
Experience	<p>Experience of project development, management and delivery</p> <p>Experience of providing support, coaching or advice to marginalised communities\ ability to build relationships with people from a wide range of backgrounds, especially those for whom English is not their first language.</p>	<p>Experience supporting Refugees, Asylum Seekers or others facing homelessness</p> <p>Experience in housing management</p>
Attributes	<p>Excellent interpersonal skills, an ability to build effective and professional relationships with stakeholders</p> <p>Flexible, positively engaged and willing to accept change and challenges</p> <p>Strong and demonstrable commitment to equality and diversity</p> <p>Culturally aware disposition</p> <p>Excellent ability to work as part of a team and on their own</p> <p>High standards of personal discipline, reliability, honesty and integrity</p>	

Next Steps



To apply for this role please ensure you have read through the recruitment pack and have completed the application form and equal opportunities monitoring form.

Once completed email these to **andrea@taipawb.org**

Should you have any questions or would like to discuss the role further then you can contact Rob Milligan - Funding and Partnerships Manager on **02922788939**



We are committed to ensuring racial equality, therefore all Black, Asian and Ethnically Diverse applicants who meet the essential person specification will be automatically guaranteed an interview.

We are committed to improving our diversity, therefore all disabled applicants who meet the essential person specification will be automatically guaranteed an interview.