



Board member role profile



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Purpose

The Board is responsible for leading the strategic direction of Berneslai Homes as well as directing and evaluating its services. Operational management of the organisation is delegated to the Executive Management team and staff.

A board member's role is to make an effective contribution to ensuring that the Board collectively achieves its purpose.



Key responsibilities

- Act in the best interests of Berneslai Homes at all times.
- Support the objectives and policies agreed by the Board.
- Uphold and promote the values of Berneslai Homes, including openness and transparency.
- Follow the Code of Conduct and maintain high standards of probity.
- Work constructively with other board members and Berneslai Homes staff.
- Accept collective responsibility for decisions taken.
- Prepare for, and attend, all meetings, training and other events.
- Present a positive image of Berneslai Homes at external events and act as an ambassador for the organisation.
- Avoid conflicts of interest, and should they occur, declare any relevant matters.
- Maintain accountability and confidentiality.
- Participate in reviews of Board performance (both individual and collective).

Key duties

- To oversee and set the long-term strategic direction for Berneslai Homes.
- To ensure that the Board fulfils its duties and responsibilities for the proper governance of Berneslai Homes, including compliance and monitoring risk.
- To ensure an effective Strategic Plan and budget is in place.
- To ensure that performance is monitored and managed through internal controls and delegation.



Being a board member at Berneslai Homes

We've outlined the personal attributes or characteristics board members should have which will shape how they carry out their role.

Personal skills

- Provide constructive challenge to the Executive Management team
- Communicates effectively, changing style and tone as required
- Prepares for each meeting
- Displays effective time management skills
- Leads by example

Teamwork

- Has good interpersonal and listening skills
- Able to challenge constructively, with courtesy and respect for others
- Accepts the principle of collective responsibility
- Demonstrates clear understanding and support of the relationship between Berneslai Homes and its partners

Responding to diverse needs

- Acts as a champion for diversity and challenges inappropriate behaviour
- Recognises the needs of different social and cultural groups

Leadership and motivation

- Develops a culture of excellence
- Shows commitment and enthusiasm
- Sets standards of behaviour



Being a board member at Berneslai Homes

Data analysis and decision making

- Understands the performance management framework
- Has the ability to weigh up the issues
- Has an awareness of value for money
- Demonstrates an ability to assess risk when making decisions

Setting strategic direction

- Demonstrates vision
- Sees the long-term implications
- Maintains awareness of potential new strategic direction

Strategic thinking

- Is aware of the external environment and drivers for change
- Understands how Berneslai Homes goes about planning for the future

Service quality and tenant focus

- Values and uses tenant views
- Understands affordability issues



Knowledge and experience

The Board seeks to ensure that, through recruitment, selection and training, members have an appropriate balance of the knowledge and experience detailed below.

Finance and risk management

- Strategic finance and wider corporate financial issues
- Audit
- Internal control, risk management and assurance
- Business planning
- Funding

Governance and regulatory compliance

- Health and safety compliance and associated risk assessment
- Legal knowledge relevant to housing
- Regulatory framework
- Knowledge of governance in a range of organisations

Business development

- Business management skills
- Business continuity
- Organisational change
- Operational management
- Development
- Strategic human resources and management development (desirable)
- Procurement and strategic management (desirable)

Commercial awareness

- Commercial approaches
- Commercial activity
- Diversification



Knowledge and experience

Housing

- Property development
- Management of housing services
- The landlord role
- Construction and asset management
- Property management
- Regeneration

Communities and neighbourhoods

- Direct knowledge of the tenant experience and residents' needs and concerns
- Knowledge of (and links within) the communities served by Berneslai Homes
- Understanding tenant expectations and aspirations
- Community development and capacity building (desirable)

External operating environment

- Detailed knowledge of the operating environment of the social housing sector and its regulation
- A wide knowledge of local, regional and national issues
- Working with partners
- Supported housing, employment and training and links with health services (desirable)

Equality and diversity

- Knowledge of the key principles of equality and diversity
- Practical experience across a range of organisations

Communications and marketing

- Experience of public relations
- PR, marketing, media, and communications (desirable)





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