



Chartered
Institute of
Housing

Vice president 2022

Nomination information pack

May 2022

Foreword

Thank you for your interest in becoming vice president of the Chartered Institute of Housing (CIH) in 2022.

This is a significant role within CIH. Working closely with Lara Oyedele, president elect for 2022, nominees for vice president must demonstrate that they can be effective leaders for the profession and an ambassador for CIH.

They must be an inspirational figure for CIH members and the wider housing sector and provide challenge for improvement; and they must be comfortable in the public eye and a willing champion for housing issues.

Nominees who meet the agreed person specification for the post will go forward for election by the membership of CIH.

The ballot will commence in July 2022 and the person elected will take office with effect from the CIH AGM in September 2022. It is expected that the person appointed will become CIH president at the AGM in 2023.

Nominations open 12pm, Friday 20 May 2022 and close 12pm, Monday 20 June 2022. Voting opens 9am, Friday 8 July 2022 and closes 5pm, Monday 8 August 2022.

1. Introduction to the role

The vice president will support the president during their term of office and, it is expected, will succeed to the presidency when that term expires.

The president's responsibilities are focused on an externally facing ambassadorial role, although they remain key to the organisation's overall effectiveness and success.

Upon appointment, and for the duration of the term of that appointment, the president also becomes a CIH trustee and a member of CIH's governing board for the year of their presidency.

The vice president may also be asked to join the governing board as a co-opted member in the year before their appointment as president.

The governing board meet four to six times a year and additional time is required to review board papers and information circulated between meetings.

The time commitment required for the position will be circa two to three days per month.

2. Role description

In appointing a vice president, CIH is looking for someone who can readily assume the role of president and meet the full requirements of that post.

The term spent as vice president will provide the successful individual with an opportunity to support the president but, more significantly, to develop a clear understanding of that role and to prepare for office as president themselves.

Role and purpose

The president and vice president of CIH should:

- Be an effective leader for the profession and an ambassador for CIH
- Be an inspirational figure for CIH members and the wider housing industry and provide challenge for improvement
- Be a champion of the CIH equality and diversity framework
- Be a champion for housing issues
- Be one of the public faces of CIH, alongside the chair of governing board and chief executive, which will include media relations and PR work
- Seek to ensure that the profession is not brought into disrepute and use their best endeavours to protect the reputation of CIH
- Have some responsibility for seeking to ensure that the broad governance of the CIH is effective
- Be regarded as an informal natural arbiter within the CIH governance framework.

Task requirements

It is expected that the vice president will:

- Promote the housing profession
- Promote CIH principles of equality, diversity, and inclusion
- Ensuring all trustees, members, and the senior executive comply with CIH equality, diversity, and inclusion framework
- Attend CIH and other events as a speaker and spokesperson
- Communicate with members and the wider housing industry on important matters of housing policy and professionalism
- Support international liaison (including the possibility of overseas visits) to help CIH achieve its objectives
- Be a fully participating member of the governing board, with a right to attend and speak at all board meetings recognising that they are bound by its decisions
- Support the task of recruiting and appointing trustees and executive officers
- Set an agreed list of strategic objectives or priorities to be undertaken during the term of office in consultation with the governing board
- Support the process of the appraisal of trustees as required.

3. Skills, qualities and experience/person specification

The vice president is required to have:

- A robust understanding of the industry and the profession
- Demonstrable inspirational leadership
- A distinguished career within the profession
- Senior (managerial) expertise
- Substantial experience as a member of CIH.



4. Election and term of appointment

- a) Any CIH member of any grade will be eligible to stand for election to the post of vice president provided they meet the agreed person specification. Only people who meet this specification will be put forward for election.
- b) The vice president will be elected by the membership based on the extent to which they will deliver the role description and meet the person specification.
- c) The only ballot held will be to elect the vice president. Subject to formal confirmation by the governing board, and unless there are exceptional circumstances, the vice president will succeed to the presidency.
- d) The president will serve a one-year term of office. There is an option of serving a second-year term, but this is subject to the request and agreement of the governing board. In such circumstances, the president will be elected unopposed for the second year. The length of the vice president's term of office will therefore depend upon the option chosen.
- e) A former president cannot be elected as vice president.
- f) The process to identify candidates for election will be robust and challenging to ensure that only suitable candidates (measured against the person specification) finally emerge for the ballot.
- g) In the election process the recruitment panel will assess all nominees and decide who should stand for election by reference to the person specification.
- h) Vice presidential candidates will be required to produce manifesto/CV/ideas in support of their nomination for the consideration of the membership and take part in hustings.
- i) The election will be conducted on a "first past the post" basis.

The post is voluntary and unremunerated.

5. How to apply

All expressions of interest and applications should be made via this link: www.cih.org/about-us/vice-president-recruitment

For an informal conversation about this role, contact Lara Oyedele, CIH vice president, at governance@cih.org or Lorraine Heath, company secretary at lorraine.heath@cih.org

On the application, please make clear your preferred contact details.

The deadline for the receipt of nominations is **12pm, Monday 20 June 2022**.

Thank you for your interest.



Jo Richardson

CIH president, April 2022



Lara Oyedele

CIH vice president, April 2022