



Job Profile

Job Title	Building Safety Manager		
Job Reference No.	HOMEJD1175	Date of issue:	June 2025

The job in a **nutshell...**

You lead building safety across our higher-risk residential buildings and wider portfolio. You're responsible for making sure safety risks are identified, assessed and managed properly, and that our buildings meet the standards set out in the Building Safety Act. You lead on Building Safety Cases and ensure golden thread information is collected, used and maintained across the life of each building. You guide inspection and remediation programmes, oversee post-works checks, and help us deliver safe, well-managed homes that customers trust.

You act as a senior technical lead in your region, providing expert advice to colleagues, regulators and delivery partners. You work closely with internal teams to join up decisions, support housing teams to protect our most vulnerable customers, and make sure customer voice shapes how we respond to risk. Your leadership helps us stay compliant, drive performance, and keep people safe not just in law, but in real life. voice shapes how we respond to risk.

What **success** will look like...

Building Safety Cases are complete, up to date and clearly show how risks are identified, assessed and controlled. You lead this process from start to finish and make sure evidence meets legal standards and reflects real-world building use. Golden thread data is captured, stored and shared reliably. It's accessible to the right people, from onsite staff to board members, and supports accountable decision-making at every level.

Risks are identified early through your expert use of fire risk assessments. You interpret technical findings and advise on proportionate actions that protect people and meet legal duties. Your insight shapes safety decisions that are balanced, timely and based on evidence.

Our compliance work is well organised and easy to evidence. You lead internal audits, monitor KPIs and coordinate updates for assurance reports and boards. You know where we are, where risks sit and what actions are outstanding. This clear oversight builds confidence with regulators, senior leaders and colleagues alike.

You're a trusted source of knowledge for building safety. People across the organisation turn to you for guidance and support. You help other teams understand the technical context of their decisions and make sure information is shared in a way that's clear and easy to act on. Safety work feels joined up and well led because of your input.

Customers feel more confident because they understand what's being done and why. You support walkabouts and meetings and make sure safety messages are consistent, honest and accessible. You help others consider the impact of safety work on customers, particularly those with additional needs, and make sure these shapes how we deliver.

You support housing colleagues to build safety into daily practice. You offer practical advice, deliver briefings and explain complex regulations in plain English. You help embed a positive safety culture and make it easier for teams to meet their responsibilities with confidence.

Defects and risks are resolved at the right time and in the right order. You coordinate with contractors, consultants and internal teams to progress remediation. You apply technical knowledge to interpret survey findings and prioritise actions based on risk. Your oversight keeps improvement programmes focused and accountable.

Remedial work is followed up through planned post-inspections. You confirm issues are resolved and escalate when standards aren't met. You document outcomes clearly and make sure lessons feed into future work. Your checks help keep customers safe and work quality high.

New homes are handed over safely and with full technical documentation in place. You take part in design reviews and handover meetings to make sure current safety regulations are met. Golden thread data is verified at the point of handover, so nothing is missed.

You work closely with delivery partners to make sure safety work is delivered on time and to standard. When things fall short, you challenge confidently and support improvement. Your performance tracking helps everyone stay accountable.

You'll already have these **brilliant** skills, qualifications and knowledge

Transferable Skills.

**Technical qualifications,
experience and knowledge.**

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We have an eye for detail • Pay attention to the details • Have technical qualifications • Applying legislation, working within policies and procedures.	Professional accreditation and core qualifications • Chartered member of RICS, CIOB, IFE or equivalent • Level 6 Certificate in Fire Safety in Construction or Building Safety Management (or similar) • Membership of a recognised professional body such as IFE, IFSM or CIOB (chartered or equivalent) • Or equivalent experience in a fire safety, compliance or asset-related role
We know how the world works and our place in it • Take responsibility for making sure your knowledge is up to date, read and listen to updates about our sector and internal communications • We work in partnership with our customers to shape future services, amplifying their voices • Take ownership to understand the external influences on Home Group and what our competitors are doing	Building safety oversight and case management • Experience leading complex building safety work in higher-risk residential buildings • Skilled in preparing and reviewing Building Safety Case Reports • Able to manage and apply golden thread data in day-to-day decisions
We are organisers and drivers • Have the confidence to challenge performance or behaviours not in line with our values • Say no when appropriate, don't be derailed • Be positive and enthusiastic to drive work forward.	Fire risk assessment and defect resolution • Experienced in applying FRA, FRAEW and PAS 9980 to assess and prioritise fire safety risk • Able to coordinate fire safety surveys, interpret findings and guide improvement • Confident working with contractors to resolve technical safety issues
We are intuitively collaborate • Understand and play to each other's strengths to achieve a common goal • Be open, respectful and value different opinions and ways of working • Work with others as part of one Home Group Team	Performance, assurance and regulatory reporting • Skilled in tracking compliance activity and supporting internal audits • Experienced in producing updates and assurance reports for senior leaders and regulators • Confident using compliance systems to evidence progress and performance

We'd also love you to have, or be **brilliant** at... (but don't worry if not)

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NEBOSH Fire Safety, Fire Risk Assessment training or equivalent
Experience working with the Building Safety Regulator or similar statutory body
Confidence using digital tools to support compliance reporting or inspections
Experience delivering updates for boards, panels or assurance groups
Background in housing, construction, asset management or fire safety improvement programmes
Familiarity with co-production or involving customers in complex safety decisions
Experience delivering training or briefings on safety-related topics

We're all **accountable** for...

Health and Safety of our ourselves and others; put simply this includes taking the time to complete all learning, understanding your role-specific responsibilities, working with reasonable care and taking steps to address and report problems related to Health and Safety.

Taking a proactive approach to your learning and development to be the best you can be. This includes understanding and keeping up to date with all our relevant policies and processes as well as taking advantage of all the learning opportunities and resources available to you ... they're there for a reason but don't worry, we'll help keep you informed along the way.

Promoting equality, diversity and inclusion as a top priority at Home Group; leading by example in your actions and demonstrating our Brilliant People behaviours.

Keeping things compliant! You'll have role-specific and organisational goals but it's important you take these seriously and keep people and information secure and safe within the scope of doing your bit here at Home Group.

Comfortable operating in a modern digital workplace, including using digital tools to work collaboratively and productively.

Other **important** stuff...

You'll be a budget holder? No ☐ Yes ☒ ... up to £2 million Contributory.

You'll manage people? No ☐ Yes ☒ ... around 5 direct reports

We all work flexibly at Home Group but the level of travel in this role is usually

Occasional ☐ Regular ☐ Frequent ☒

This role requires a DBS check No ☐ Yes ☒

Basic ☐ Standard ☐ Enhanced ☒



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