

Job Profile

Job Title	Housing Management Lawyer		
Job Reference No.	HOMEJD903	Date of issue:	July 2026

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

As part of our in-house Legal Team, you will provide vital Legal support to our national colleagues on all matters of housing management across the Group's operational business of housing and support services. You'll work closely with the Senior Housing Management Lawyer on delivering a customer focused Legal service for the Group, which partners with other internal teams to deliver and ensure effective legal support for their related activities.

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

You will be responsible for advising on housing litigation matters, including anti-social behaviour and other tenancy breaches, preparing court proceeding and documentation in respect of all litigious issues including actions against our customers and representing the Group at court hearings.

You will work as a key member of the Housing Management Legal Team, together with the other teams within our Legal Services Department, in delivering a customer focussed service to internal colleagues.

As part of the Housing Management Team, you will provide a service that is capable of dealing with all housing management issues encountered by the Group in delivering its services. This will require dealing with a wide range of Legal matters from minor disputes to complex issues that may require some element of external legal support. This activity will produce a significant cost and quality benefit to the Group.

You will assist the Senior Housing Management Lawyer in managing any need for outsourced legal work in respect of agents required for court representation or specialist advice. It will be a requirement to ensure that such representation is in the best interest of the Group, and that the quality and value for money of the representation is of a high standard.

You will be the responsible for preparing appropriate applications to court and to gather evidence, draft statements and generally deal with all relevant court procedure and where appropriate to represent the Group in court (or instruct counsel and/or another solicitor to do so) to prosecute litigation on behalf of the Group or to defend the Group in litigious matters.

You will provide Legal advice on housing management related issues across the Group's business including its rented and leasehold properties, supporting the Group wide operational housing strategy and business plan going forward.

You will provide key Legal support in the continual development of our operational business policies and procedures, ensuring compliance with current statutory and regulatory requirements.

You will ensure that Legal service is provided to support the ongoing management and changes to any property whether held under tenancy or leasehold, ensure appropriate legal and regulatory compliance within tenancy agreements and develop and maintain appropriate systems and procedures as required.

You will be well organised, a good communicator and able to work as part of a team... that's just how we do things here.

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

Transferable Skills.	Technical qualifications, experience and knowledge.
We have an eye for detail • Has the technical qualifications • Applying legislation working within policies and procedures • Pays attention to the details	Legal qualification and practice • Qualified solicitor or barrister with rights of audience • Working knowledge of the civil procedure rules • Experience of civil court rules applying to costs, in respect of both seeking and defending against costs orders
We are great influencers • Be a real self-starter • Be curious - listen to understand your audience's situation or style • Understand our strategy and customers and able to articulate the benefits of change	Housing litigation experience • Experience in housing law cases and housing litigation, in particular anti-social behaviour matters, including possession and injunction proceedings • Experience of general civil litigation, including rent arrears cases and property disputes • Ability to run a large and varied caseload • Experience in dispute resolution to prevent cases going to court and the ability to negotiate out of court settlements

We have an eye for detail • Has the technical qualifications • Applying legislation working within policies and procedures • Pays attention to the details	Court and advocacy skills • Advocacy skills with experience of presenting cases in the County Court, including open court hearings • Experience in drafting and preparing court or tribunal papers, including witness statements and Orders • Attending Court and Tribunal as and when necessary
We are great organisers and drivers • Deliver your objectives at the right pace • Be positive and enthusiastic to drive work forward • Take people with you	Social housing and specialist knowledge • Knowledge of social housing practice and the relevant statutory and regulatory requirements • Experience and knowledge of leasehold management and legal issues, disrepair and housing condition claims, and Court of Protection work • Ability to control the requirement and expense of external legal assistance and, when necessary, instruct external legal assistance

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

Some knowledge of Data Protection Law Some knowledge of general governance and charitable related issues Some knowledge of Leasehold and Property Tribunals Some knowledge of Social Care Law and Safeguarding Law
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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.
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OFFICIAL

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...

Budget Holder	No	Budget value up to £	Enter value
Manages People	No	# of direct reports circa	Enter value
Travel	Occasional	Driving Essential	No
DBS	None		

