



Methodist Ministers'  
Housing Society

# Chief Financial Officer Candidate Information



## Note from Carnelian

The Methodist Ministers' Housing Society (MMHS) is engaged in the vital work of caring for retired Methodist presbyters and deacons in the provision of housing across the length and breadth of the country. At the same time, this historic charity is evaluating the evolving needs of its constituency and the wider world and considering how it can position itself for maximum future impact while remaining true to the principles on which it was founded.

As the charity evolves its work and looks to secure its financial health in the years to come, a strategic Chief Financial Officer (CFO) will be key to its success. We're glad once again to support MMHS with search to fill this new and important role.

**Jonathan Payne**  
Consultant, Carnelian





## Letter from the CEO

Thank you for your interest in our search for a CFO.

This is a crucial moment for us as a charity. We are in search of a highly strategic CFO with a broad skillset which stretches beyond the remit of many financial leadership roles within the charity sector. If you care about supporting those who have worked in church ministry, have an appetite for positive change, and the character and skills to play a key part in leading our charity towards a new future, we welcome your interest.

MMHS has for many years played a crucial role in meeting the housing and housing-related needs of ministers who have worked in the Methodist Church and continues to support this community through the provision of housing across the UK. At the same time, we are considering new ways of using our resources for new mission, while remaining fully committed to our existing mission.

**Mairi Johnstone**  
CEO

# Introduction

MMHS was founded in 1948, during Britain's era of post-war economic turbulence. A country-wide scarcity of affordable housing impacted adversely on retiring Methodist presbyters of limited means and their dependents. In response, MMHS was created, with a simple mission to meet this need. In due course, its mission was widened to meet the housing need of deacons and their dependents.

Life started with significant donations to support its work. Celebrating its 75th anniversary last year, MMHS now has an extensive property portfolio with a market value of approximately £230 million. The charity has a small but highly capable staff team in Central London and oversees properties across the length and breadth of the United Kingdom, the Channel Islands and the Isle of Man. Previously a community benefit society, in 2019 MMHS converted into being a company limited by guarantee, thereby creating a robust structure for current and future mission. Having successfully completed a five-year strategy (2017-2022), the charity embarked on an even more ambitious strategy for 2022-2027.

The mission of MMHS is to serve ministers of limited means of the Methodist Church in a generous-spirited way and it will continue to do so for as long as this charitable need exists. The organisation is inspired by the early church in Acts which sought to ensure 'there was not a single person in need among them.' (Acts 4:34)

MMHS is currently planning a future which will embrace new mission, but existing mission will remain hugely important. With this in view, over the last year the charity has brought in additional leadership at board level through the appointment of four new trustees, and at executive level through the appointment of a Director of Property & People Services (DPPS).





## The Role

A CFO is now sought to further bolster the SMT working under the leadership of the CEO. The new CFO will play a central role in supporting the development of new mission while supporting the delivery of the current mission to ever higher standards. The role encompasses three distinct areas of leadership, which include the following responsibilities and goals:

### **Strategy:**

- Acting as a general strategic partner to the CEO and providing an important voice in the development and implementation of plans for new mission and existing mission
- Ensuring MMHS's financial strategy effectively underpins MMHS's plans and enables sound decision-making and goal setting
- Ensuring MMHS's investment strategy is implemented optimally with a particular focus on the creation and development of new income streams
- Developing financial planning models, forecasts and projections which will inform strategic thinking and planning
- Proactively identifying other strategic financial challenges and opportunities, and developing approaches to these
- Ensuring staff reporting to the CFO understand their part in the bigger picture of MMHS's delivery of strategic goals.

## Finance & Investment

- Oversight of financial systems, ensuring that these run to a high standard and deliver robust levels of financial control, as well as supporting the delivery of organisational goals across both the ministerial and market rental portfolios
- Supporting key stakeholders with financial guidance wherever necessary
- Development of financial plans which ensure that the charity functions in the best way possible
- Leadership, with support from relevant staff, of financial processes including:
  - annual budgets, working towards 3-year budgets
  - annual audits
  - monthly management accounts
- Working with MMHS's investment managers and other third-party experts, ensuring MMHS's investment portfolio is at all times aligned to the charity's goals, risk tolerance and time horizons
- Overseeing the operation of MMHS's Equity Sharing Scheme and Equity Sharing Fund, in line with strategic plans
- Line management of the team reporting to the CFO, including provision of support to them in delivering their responsibilities and assisting their development.

## IT & Governance:

- Ensuring that MMHS's financial information systems and information technology operate with maximum benefit to the charity
- Enabling data-driven decision-making
- Being proactive in using technology and data analytics to gain insights and to improve efficiency
- Working with the DPPS to oversee the use of HomeMaster, our finance and housing package, to ensure that it is meeting MMHS's needs
- Developing appropriate levels of visibility and control of finance
- Reporting with appropriate levels of detail and clarity to the CEO and the Board of Trustees, particularly the Audit Committee, on all relevant aspects of financial IT systems and IT technology oversight





## Person Specification

We anticipate that the successful candidate will exhibit the following skills, qualities and experience:

### Essential:

- Experience of strategic financial leadership in a public, private or charitable context
- An ability to function as a supportive and constructive member of a senior leadership team
- Interpersonal wisdom and confidence, including the ability to motivate and manage members of their team and influence others across the organisation
- A positive, solutions-oriented mindset, proactively driving positive change
- A detailed understanding developed through experience of what a high-quality finance function looks like as it serves an organisation
- High-level abilities with use of data analytics and determining data quality
- High standards of integrity and a desire to serve and support members of the MMHS family, whether staff or residents
- Supportive of the work of MMHS in providing for retired Methodist ministers

### Desirable:

- A practising Christian
- Relevant financial, investment and IT qualifications
- Experience of supporting organisational change, including a transition to a new strategy or mission
- Experience of reporting to a board of directors or trustees
- Prior experience working in charity housing provision and an understanding of the regulatory environment in which MMHS operates

## Final Details

<b>Job Title:</b>	Chief Financial Officer
<b>Salary:</b>	£Competitive (+ up to 16% pension contribution and other attractive benefits)
<b>Responsible to:</b>	CEO
<b>Staff Oversight:</b>	up to 4 (plus consultants and outsourced service providers)
<b>Location:</b>	London office and home

## Next Steps

Carnelian Search are handling initial conversations about the role. For a confidential discussion, please contact Catriona Hallett at the address below.

[catriona@carneliansearch.com](mailto:catriona@carneliansearch.com)

