



# Kingdom Bank

## Head of Property Services

Under relatively new ownership, the Bank is growing rapidly. It is fast becoming the go-to Bank for the evangelical church in the UK who want to ensure their money is used for Kingdom purposes.

Due to continued expansion, an opportunity has arisen to join our Property Services Team at our offices in Beeston, Nottingham.

The nature of this role is such that there is an Occupational Requirement for the successful applicant to be a committed Christian.

The Bank is a close-knit and hard-working team of around 50 people. This size gives each of us the opportunity to be involved in a broader range of activities than might be the case at a larger financial institution. Our culture is to be hard-working and professional, yet informal and caring. Team members take responsibility for balancing flexibility in their individual working patterns with the twin priorities of supporting each other and delivering great customer service. We are committed to training and development, and to progression wherever possible.

### ROLE

In accordance with the Bank's Mission Statement and Code of Conduct, to lead the Bank's recently formed Property Services department by:

- Proactively developing leads for and delivering Property Services advisory projects in the service of evangelical churches and charities across the UK.
- Ensuring high quality service and compliance in all technical, legal and regulatory requirements relating to the delivery of property project consultancy and signposting to expert advisers.
- Supervising and line managing those appointed to the Property Services team.
- Working in close collaboration with the Bank's Leadership Team and the heads of other customer-facing departments to promote the mission of the Bank.

### Hours of Employment

The hours for this role are to be agreed with the successful applicant but are to be a minimum of 3-days a week to a maximum of 5-days a week. The following terms are for a full-time employee and would be pro-rata for a part-time employee.

35 hours per week to be agreed under company flexible working policy, but generally expected to be Mondays to Fridays and between 8.30am and 5.30pm.

27 days paid holiday (excluding bank holidays), and the opportunity to purchase additional holiday up to a maximum entitlement of 32 days per annum.

### **Place of Employment**

Role to be based at the Bank's office: Media House, Padge Road, Beeston, Nottingham NG9 2RS. Remote working arrangements by agreement in accordance with the Bank's flexible working policy under which there is a minimum requirement of two office-based days per month for all team members.

### **Remuneration Package**

Salary, dependent on skills and experience, between £55,000 to £80,000 full-time equivalent.

Discretionary bonus up to a maximum of 15% of salary, dependent upon individual performance and the Bank achieving target profitability.

Salary sacrifice pension scheme: 9% of salary on an unmatched basis and up to 4% of total salary on a matched basis.

Other benefits in accordance with the Bank's People Policy on completion of probation, including travel loan scheme, electric vehicle salary sacrifice leasing scheme, payroll giving scheme, additional holiday purchase, private medical insurance and death in service benefit.

### **Probation**

The post is subject to a six months' probation period,

### **Occupational Requirement**

This role has been assessed as carrying an Occupational Requirement for the post holder to be a committed Christian.

### **Closing Date**

31 October 2024

### **Interview Date**

w/c 11 November 2024

If you believe that you have the skills and the passion to join the Kingdom Bank team, please download the Application Pack and complete the Application Form for this role on our website <https://www.kingdom.bank/about/vacancies>.

If you need further information, please email [people@kingdom.bank](mailto:people@kingdom.bank). We look forward to hearing from you.