

# Southwark Cathedral

## Property and Site Manager

**£45K per annum plus contributory pension**  
**London**

Southwark Cathedral has been a place of Christian worship for over 1400 years. Now it stands on the vibrant and exciting regenerated south bank of the Thames surrounded by cultural venues such as Tate Modern, The Globe and Borough Market, the offices of major companies as well as schools and diverse residential communities. It is an inclusive Christian community that offers a welcome to all.

The Property and Site Manager is a new role and will have overall responsibility for the fabric, maintenance and safety of Southwark Cathedral and its site and for the strategic management of and income from its wider estate in the surrounding area. The role has a key leadership role in the overall management of Southwark Cathedral's properties and site. There are six core aspects to this: -

- Leadership in structuring, resourcing, and leading the Property Department to ensure that regular maintenance and specific projects and programmes of work are properly resourced.
- Managing the maintenance and conservation of the Cathedral and its wider site (Cathedral church, site buildings and Churchyard) including in relation to the fabric, building services, engineering systems, utilities, security and grounds and the supervision of the planned maintenance of the Cathedral Fabric to deliver the recommendations of the Quinquennial Inspection report.
- Overseeing the management of the Cathedral's existing property investment and development portfolio.
- Managing, monitoring, and reporting as requested on the departmental budget and programme delivery.
- Effecting and managing a robust and proactive culture to meet statutory obligations in relation to Health & Safety, Government's PROTECT initiative etc.
- Embedding and driving sustainability as of core importance to all the above.

### **Key points of this role to be considered by potential candidates:**

- In consultation with the COO and Cathedral Architect, to oversee the maintenance and repair works to the Cathedral church, Cathedral buildings and other Cathedral properties and to plan for the implementation of the Cathedral Architect's Quinquennial Inspection Report.
- Manage, control and supervise in consultation with the Cathedral Architect the programme of works (major programmes of conservation and repair, routine maintenance schedules and ongoing properties refurbishment and upgrade). This includes detailed planning and programming of works.
- Represent the Property Department at internal meetings including Fabric Advisory Committee and Heads of Department meeting.
- Oversee the management of external contractors who are operating on site including all contracts, communications, supervision of workmanship and quality and record keeping.

**Please apply by visiting [www.thewlisgraham.com/assignment-briefings](http://www.thewlisgraham.com/assignment-briefings) and following the instructions in the candidate brief quoting reference Y1001. The closing date is 4pm on 11 April 2022.**

**For a confidential conversation with Sarah Thewlis or for any other information please email [applications@thewlisgraham.com](mailto:applications@thewlisgraham.com)**