



ethicalproperty

FINANCE DIRECTOR

Candidate Pack | September 2026

About Ethical Property

Founded nearly 30 years ago, the Ethical Property Company provides affordable workspaces to charities, community groups, campaigns and social businesses working for a fairer and more sustainable society.

From humble beginning, the company has grown steadily and now owns or manages 14 centres across England providing office, retail and conference space to over 900 social change organisations.

Flexible leasing arrangements provide our tenants with long-term security and working alongside like-minded organisations offers them influence-enhancing networking opportunities.

The company has some 60 staff based in our properties in London, Oxford, Bristol, Sheffield, Bath, Brighton and Manchester. Our centres are managed to enhance social impact and to minimise energy use while offering tenants collaborative, affordable, and flexible space managed in a transparent and supportive way.



Letter from the CEO

Thank you for your interest in our Finance Director role.

For nearly 30 years, The Ethical Property Company has provided good quality workspaces for changemakers, fostering a culture of collaboration and partnership. Our amazing tenants do vital, impressive work. We want to continue supporting them while expanding our reach to help more social impact organisations and investors.

Our talented staff team brings skill and passion to their work, and we are committed to rewarding and developing them. Supporting us is a calm, focused Board that constructively challenges our leadership. It is a great company built on a talented and dedicated team.

This is an exciting time to join our Executive leadership team and Board. It is a period of transition. We are adapting to changing work patterns to serve our customers better, while delivering solid financial benefits to our shareholders in a challenging economic environment.

Our immediate priority is navigating a financial restructure to achieve sustainable profitability. We will review our portfolio to ensure all our properties and investments are fit for purpose and build partnerships with like-minded organisations to expand and improve our operating model.

We need a Finance Director who combines strong technical expertise with commercial awareness and strategic thinking. You must share our commitment to building a financially sustainable, respected organisation that delivers meaningful impact.

Crucially, you can apply technical financial expertise to a values-led environment. Leading and managing your own teams, you will actively engage with operations and work closely with all central support functions. You are commercially confident, articulate, and adept at making finance accessible to non-finance professionals.

If you want to influence organisational strategy, collaborate closely with the Board, engage with investors, and shape our future, we want to hear from you.

Good luck with your application.
Jonathan





The Role

Job Title:	Finance Director
Location:	Based at our head office in Oxford with the possibility of working from our other buildings
Contract:	Permanent, Full Time
Salary:	£85,000
Working Hours:	37.5 hours a week, Monday to Friday
Benefits:	Annual Leave (starting at 25 days a year) Company Pension Scheme (7%) Employee Assistance Programme Green Travel Incentives Life assurance (2 x the annual salary) VDU Eye Tests Volunteering with Tenants
Reporting to:	Chief Executive Officer
Line Manages:	Finance Manager, Head of Legal

The Opportunity

The Finance Director (FD) will be responsible for the management of the strategic finances of the company and oversight of all the financial aspect of property management contracts. The postholder will play a key role in the company's property investment and growth strategy, with responsibility alongside the Chief Executive Officer (CEO), for raising both equity and debt finance.

The FD requires a thorough understanding of our approach, and an ability to successfully manage the finances of the organisation within that context. We require someone with commercial experience alongside a strong sense of values and ethics that will enable them to excel within a property and social business context.

This role reports to the CEO, is a member of the senior management team (SMT) and has line management responsibilities for the finance team. SMT is based in Oxford and reports to the Board. SMT includes the Finance Director, Operations Director, Development Director, Head of Marketing, PR & Communications and the CEO.

The Finance Director will be responsible for the financial management of Ethical Property and for our Property Management Contracts and strategic partners. Overseeing the effective delivery of our core services in order to provide a high-quality service to all stakeholders, board, staff, investors, tenants, and partners. Develop clear strategies, policies and procedures, and provide strong leadership and clear direction.





Responsibilities

Finance and Strategy

- Ensuring that EPC's strategy is translated into practical, affordable and achievable financial plans that enable colleagues to deliver good outcomes.
- Developing the financial aspects of property investment and of related businesses.
- Designing, organising and overseeing all aspects of the budget process, and ensuring deadlines are met.
- Produce quarterly forecasts to monitor company performance to budget.
- Overseeing the production of the monthly management accounts packs.
- Overseeing the Property valuations process for the Company and for the lenders.
- Acting as a source of advice on financial and accounting matters in the company.

Working with the finance team you will have overall responsibility for:

- The production of the Financial Statements for the Company and responding to items raised in audit reports.
- Preparation of Financial Statements for the legal entities covered by management contracts.
- Developing financial policies and procedures to meet the changing needs of the finance department and its internal and external customers.
- Management of the rent review process ensuring that prices are adjusted appropriately, and effective cost recovery is in place.
- Cash flow forecasting and management of working capital.
- Supervision of all day-to-day accounting for the company, associates and property management contracts; purchase ledger, sales ledger, credit control, cash and bank, and fixed assets.
- Supervision of the payroll and pension process.
- Servicing the Audit & Risk Committee, producing papers and attending the meetings.
- Reporting to property management clients, attending board meeting where required.

Responsibilities

Funding

- Developing and implementing strategies to raise investment funds for Ethical Property, including liaison with financial intermediaries, identifying and presenting to potential investors; leading financial modelling, forecasting and negotiation, and full legal and commercial due diligence.
- Leading the company's debt strategy and negotiation of bank loans and other debt instruments, including relationship management, reporting and legal processes.
- Timely reporting to lenders as required by the loan covenants.
- Produce 6 monthly reports to investors.

Business Planning

- Responsible for developing and executing an operational business plan to ensure the successful delivery of the company strategy in line with timescales and budgets.
- Responsible for working closely with SMT to ensure their plans are developed and executed in line with company strategy.
- Produce monthly and quarterly management reports.
- Support the Directors and Senior Management Team with business planning activities, providing practical and creative input in the development of new business initiatives, the design of current and future strategic and operational plans.
- Ensuring there is a strategic decision-making process to manage the effective use of business resources.

Systems

- Assimilating and maintaining Super-user level knowledge of the financial software packages in use.
- Training non-financial employees in the operation of financial systems.

As a member of the SMT and the Board of NED you will

- Work with the CEO and Non-Executive Directors to deliver against our long-term plan, advising on our financial strategy and business cases for diversification to support the organisation at a time of financial challenges.
- Engage with and take corporate responsibility for all strategic decision making at SMT within the context of our triple bottom line reporting structure.
- Attend board meetings and report to the board on all key strategic issues within your remit.
- Plan the strategic direction of the Company with the approval of the Board.
- Have a broad understanding of all areas of activity in the Company.
- Work with SMT colleagues to ensure the Company is identifying and effectively managing risks.

Essential Skills and Experience

- Experience of being a senior manager, and working within a senior team.
- Good strategic development experience and a demonstrable track record of working closely with a Board of Directors, Managing Director, Senior Management team on the successful growth and development of an organisation.
- Proven track record of leading and motivating multi-disciplinary teams.
- Highly numerate, able to demonstrate a strong grasp of the numbers and demonstrating a strong commercial awareness.
- Working knowledge of Financial Reporting Standards.
- Experience of raising investment capital, and in particular social investment.
- Excellent IT skills.
- Experience of developing effective operational systems and policies and procedures.
- Strong communication skills including the ability to deliver complex and technical messages in simple terms.
- A recognised accountancy qualification (CIMA, ACA, etc) and at least 5 years post qualification experience.

Candidate Profile

- Evidence of strong commitment to social and/or environmental issues and an understanding of what Ethical Property means by social impact.
- Good understanding of corporate governance.
- Able to establish strong credibility and inspire confidence with colleagues, the Board, shareholders and external stakeholders.
- Critical thinker with a can-do approach to problem solving: capable of disaggregating large/complex problems to enable them to be analysed and overcome.
- Strong analytical and problem-solving skills.
- Proven effective interpersonal and creative leadership skills.
- Able to make decisions based on appropriate analysis of the risks and opportunities involved.
- Demonstrated ethical management practices.





How to Apply

To apply for this role, please go to:

ethicalproperty.co.uk/work-with-us

Complete our online application form, upload your CV and cover letter as two separate documents.

Please ensure these documents are prepared before you begin your application, as they form an important part of the selection process.

Your cover letter should be no longer than two pages and should explain:

- Why you are interested in this role; and
- How your skills, knowledge, and experience make you a strong candidate.

Please save both documents as PDF files using the following naming convention:

***FirstName-LastName-DocumentType-MMY-
EthicalPropertyCompany.***

For example:

Pat-Jones-CV-0426-EthicalPropertyCompany.pdf

Timeline

Closing date: 21 October 2026

First-stage online interviews: 27 and 28 October 2026

Final interviews: 3 and 4 November 2026

Selection Process

Applicants must already have the right to live and work in the UK, as we are unable to offer visa sponsorship for this role.

We encourage interested candidates to apply as early as possible. Applications will be reviewed as they are received, and all applicants will be kept informed of the progress of their application.

Equality, Diversity and Inclusion

Equality, diversity and inclusion are at the heart of Ethical Property Company's values. We are committed to creating a workplace where everyone feels respected, valued and able to thrive.

We welcome applications from people of all backgrounds and expect our staff to work collaboratively to foster an inclusive, supportive and respectful environment in which different perspectives are recognised and valued.



Queries

If you have any questions about the recruitment process, require additional information, or would like an informal discussion about the role, please contact:

Maria Laguna, Head of HR,
at maria.laguna@ethicalproperty.co.uk in the first instance.

The Ethical Property Company PLC

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