

About us...



Lincolnshire Co-op, based in the historic city of Lincoln, is one of the most successful and progressive independent co-operatives in the country, with an annual turnover in excess of £300 million.

Essential Information – what you need to know

<p>Job purpose:</p>	<ul style="list-style-type: none"> - Identifying suitable properties, negotiating purchase terms, conducting due diligence and overseeing the acquisition process, ensuring alignment with the Society's strategic goals and objectives.
<p>You'll report to:</p>	<ul style="list-style-type: none"> - Development and Acquisitions Manager
<p>Your hours</p>	<ul style="list-style-type: none"> - 37.5 hours per week
<p>Your relationships:</p>	<ul style="list-style-type: none"> - A wide range of internal and external contacts, networks and collaborative partnerships. - Key internal relationships include Trading, Finance and Property teams, as well as support teams including IT, Communications, Marketing and Health and Safety.
<p>What you'll bring to us:</p>	<ul style="list-style-type: none"> - Proven experience in property acquisition, preferably within the UK market. - Knowledge of local property markets and how they can provide opportunities to support the Society's strategy. - Membership in a relevant professional body (e.g., RICS) is advantageous - Strong understanding of UK planning regulations, zoning laws, and property development processes. - Strong negotiation skills and commercial acumen. - Sound commercial property and legal acumen with an understanding of the commercial property sector - leasing and letting, management of landlord and tenant including service charges and business rates mitigation, valuation, legal contracts and technical matters. - Knowledge of property law, regulations, and industry standards. - Excellent communication and organisational skills. - The ability to multi-task and handle conflicting deadlines. - Strong Microsoft Office skills. - A full driving licence and the flexibility to travel throughout the UK.



Providing and supporting
valued services



Helping to grow the
local economy



Caring for our
health and wellbeing



Looking after
our local environment

Together we are...

Your Purpose – I will contribute to my team and the Society's ongoing success in this role by...

Your duties and responsibilities:

- Conducting market research to identify potential properties that the Society's requirements.
- Evaluating properties for their suitability based on location, condition, potential for development, and investment value.
- Analysing financial data, including rental income, potential returns on investment, and property valuation.
- Providing qualitative and quantitative data to enable the Development and Acquisition Manager to compile and present board reports by required deadlines.
- Conducting thorough due diligence on selected properties, including legal, financial, and technical aspects.
- Collaborating with external third parties including landowners, developers, property agents, local planning authorities, solicitors, consultants and many more, as well as working closely with the Society's legal and financial teams to address any issues and mitigate risks during the acquisition phase.
- Negotiating purchase terms with property owners or their representatives.
- Ensuring favourable terms for clients while adhering to budget constraints and investment objectives.
- Building strong market and geographical knowledge and be abreast of competitor activity and market deals.



Together we are...

- **Helpful** – we'll look for ways to make a difference
- **Inspiring** – we'll help everyone be the best they can be
- **Trustworthy** – we can be relied on

Your Approach – how you will contribute to your team and the Society's ongoing success in this role.

I will be helpful by:

- Responding positively to requests from colleagues and customers.
- Trying to get it right first time.
- Resolving customer complaints and take corrective action.
- Sharing my knowledge with my colleagues.
- Offering to help before being asked.
- Going above and beyond.
- Contributing to the team and its success.

I will inspire others by:

- Supporting and encouraging one another.
- Being a positive role model.
- Listening and learning from my colleagues and line manager.
- Building strong relationships with customers and colleagues.
- Suggesting new ideas and trying new things.
- Taking pride in my work and celebrating success.

I will be trustworthy by:

- Using good judgement in all situations.
- Being open and honest.
- Take responsibility for my work and delivering positive outcomes.
- Treating everyone fairly and with respect.
- Doing my best for each other and our communities.



Your behaviours

- Adhering to Principles and Values** – responding suitably to values-led decisions
- Presenting and Communicating Information** – translating information appropriately
- Deciding and initiating Action** – setting a clear direction for others
- Working with People** – building a strong and adaptable team

Your Behaviours – how you will contribute to your team and the Society’s ongoing success in this role.

I will adhere to the principles and values of the Society by:

- Being honest, transparent and consistent in all actions and communications.
- Treating others with dignity and respect, valuing their diversity and different perspectives.
- Listening actively and consider the opinions of others.
- Taking accountability for my actions and decisions.
- Fostering a spirit of teamwork, co-operation and positive relationships.

I will present and communicate information clearly by:

- Tailoring my communication to the level of understanding and background of the audience.
- Paying close attention to others when they speak.
- Providing examples to illustrate complex concepts to make my message more relatable.
- Encouraging feedback and questions from colleagues to clarify understanding.

I take the appropriate action where possible by:

- Assess the situation thoroughly to understand the context and implications.
- Identify the main objectives or goals to be achieved through the action.
- Brainstorm potential strategies or approaches to address the situation effectively.
- Prioritise tasks and determine the sequence of actions to be taken.

I will work collaboratively with my colleagues by:

- Demonstrating an interest in and understanding of others.
- Recognising and rewarding the contribution of others.
- Listening and consulting with others and communicating appropriately.
- Supporting and caring for colleagues.
- Developing and openly communicating self-insight such as an awareness of own strengths and weaknesses.