

SOUTHWARK

◆ CATHEDRAL ◆

Southwark Cathedral Lay Member of Chapter and Charity Trustee (Unpaid)

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, Shakespeare's 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.

Chapter is the body corporate of Southwark Cathedral. Its members have the general control and management of the administration of the Cathedral. Southwark Cathedral will become a full charity in 2022 (under the Cathedrals Measure 2021) and will be regulated by the Charity Commission for England and Wales. We are seeking new members to join Chapter - and to become charity trustees - to guide and support the Cathedral through its early days as a charity and beyond. These roles will offer the opportunity to be a key part in the decisions and governance at the Cathedral and to play a part in its life and Christian mission.

The objects of Chapter are:

1. To advance the Christian religion in accordance with the faith and practice of the Church of England, in particular by furthering the mission of the Church of England
2. To care for and conserve the fabric and structure of the Cathedral church building
3. To advance any other charitable purposes which are ancillary to the objects referred to above

Because Southwark Cathedral is applying to be a charity regulated by the Charity Commission for England and Wales, lay members of chapter will have duties as trustees of the charity.

Statutory and regulatory duties

- Ensure that the Cathedral complies with its governing document, charity law, relevant company law and any other relevant legislation or regulations
- Ensure that the Cathedral pursues its charitable objects as defined in its governing document
- Ensure the Cathedral uses its resources exclusively in pursuance of its objects for the benefit of the public
- Contribute actively to Chapter's role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against those agreed targets
- Safeguard the good name and values of Southwark Cathedral
- Ensure that a safeguarding culture is fully embedded into everything that the Cathedral does and that it has appropriate policies and procedures to deal with safeguarding matters
- Ensure the financial stability of the Cathedral, protect and manage its assets and ensure the proper investment of its funds
- Ensure the effective and efficient administration of the Cathedral including having appropriate policies and procedures in place

- Ensure that the culture, working practices and decision-making processes are diverse and inclusive

Role description

- Ensure full compliance with the trustee's statutory and regulatory duties
- Work with fellow trustees to shape, drive, scrutinise, challenge, and monitor the work and mission of the Cathedral
- Prepare for and participate fully in Chapter meetings
- Act reasonably in decision-making and leadership of the Cathedral
- Ensure the proper management and administration of the Cathedral
- Appropriately identify and manage conflicts of interest
- Help to protect the reputation of the Cathedral
- Ensure that an appropriate culture of safeguarding is at the heart of everything the Cathedral does
- Use any specific skills, knowledge or experience you have to help Chapter reach efficient and sound decisions by leading discussions, focusing on key priorities, providing advice and guidance on new initiatives, overseeing the Cathedral's finances, the management of its staff, volunteers, risk, strategy, safeguarding, mission priorities, sound management of its property, charitable giving, protecting the Cathedral's reputation – enhancing its place in the Diocese, Parish and community
- Help to manage risks in a proportionate and balanced way
- Ensure that the values of Southwark Cathedral, the principles of good governance, diversity, inclusion, are upheld in the delivery of Chapter's objectives

Knowledge and experience sought

- One or more of the following: property, charity/third sector/not for profit, finance, risk, governance, brand, fundraising, communications, IT, education and learning, managing, developing and training people, volunteering, delivering projects or plans

Each Lay Member must have

- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively and collaboratively as a member of a team and to shape, drive, scrutinise, challenge and monitor decisions
- Experience of participating fully in discussions and ability to make decisions in meetings
- An ability to identify and manage conflicts of interest
- An understanding of risk and reputational management
- Core values of diversity and inclusion and safeguarding of vulnerable people
- Each lay member must be active communicants of the Church of England or any other church in communion with it.

Commitment required

- Chapter typically meets 10 times a year (in person or remotely). In addition, you may be asked to join a sub-committee of Chapter
- Outside Chapter and sub-committee meetings, Cathedral staff may seek to consult with Lay Members on particular subjects, often via email
- Trustees are appointed for a four-year term and can serve a maximum of two terms (maximum of eight years)
- The role is unpaid

Southwark Cathedral believes that promoting and building a diverse and inclusive leadership, workplace, culture and governance structures will improve how it is managed and run. It is committed to attracting and appointing all talent who feel like they belong. So we encourage applications from all suitably qualified people whatever their ethnicity, background, age, disability, long term condition, sexual orientation, gender identity, or any other characteristic protected by law.

*Please apply by **5pm on Sunday 29th May** with your CV and a covering letter explaining why you wish to join Southwark Cathedral's Chapter and how you feel that you could contribute as a Lay Member and Regulated Trustee. Please apply to: Marie Tims, Dean's PA, either by post to Southwark Cathedral, Montague Close, London SE1 9DA or via email to marie.tims@southwark.anglican.org.*