



Lay Trustee Appointment

Candidate Information 

February 2024

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Welcome

Dear friends,

Thank you for considering becoming a Trustee of the Archdiocese of Southwark.

At the heart of our Archdiocese is our desire to be disciples of the Lord Jesus and to lead people to encounter him, in a meaningful and lasting way. This means putting Christ at the centre of all our work and holding ourselves accountable when we are falling short in doing everything necessary to bring to people to Him.

I want Trustees who are passionate about this mission. I want Trustees who will drive us forward in our work to be a Missionary Diocese. I want Trustees who will hold us accountable when there is more to do. Being a Trustee at the Archdiocese of Southwark is about much more than good governance, it's about being a disciple of Christ and driving us forward on our mission to spread the Good News.

This is an exciting time for the Church and for the Archdiocese. We have recently launched Caritas Southwark to respond to the increasing need in our communities, with a particular focus on supporting young people at risk of knife crime, caring for the elderly, tackling food poverty and helping migrants and refugees.

It is our Christian duty to not only practice our faith, but also to put faith into action with Good Works and that is precisely what Caritas Southwark is all about. As a Trustee, you will be able to support this mission and put your faith into action, helping those who need it most. We also have a resounding commitment to safeguarding and making it an integral part of the life and ministry of our Church. We want our Safeguarding Team to be supported in their efforts to learn from those harmed by abuse and to build a robust and compassionate safeguarding function.





I am immensely proud of the 164 Catholic Schools in our Archdiocese and the work they are doing to educate and ground our children in the Catholic faith. Our 175 parishes are also doing extraordinary work serving their local communities. As a Trustee, you'll be able to support our mission in schools and in our Parishes.

There is much to do and much to be excited about. So, if you want to be part of an organisation whose mission is centred on Christ, accompanying people on their journey with him then please apply.

With prayers,

The Very Reverend John Wilson
Archbishop of Southwark

Introduction

The Roman Catholic Archdiocese of Southwark (RCAS) is one of the largest dioceses in the UK, but more than that it is a vibrant and diverse Diocese with ambitious plans for leading people to Christ. This includes through spreading the Good News of the Gospel, delivering high-quality Catholic education and support for the vulnerable and marginalised.

The Archdiocese has 175 parishes and 164 schools across the whole of London south of the Thames, all of Kent and the eastern parts of Surrey. While parishes operate under individual canonical status, the Archdiocese has extensive operating procedures which govern areas of parish life, activity and operation. This means the Archdiocese supports parishes to flourish, while ensuring they comply with UK law.

The Board of Trustees, chaired by the Archbishop, are responsible for determining the strategic direction of the Archdiocese. It's an exciting Archdiocese with bold plans for the future and that is why we are seeking equally bold and ambitious Trustees who can shape our strategy and help our parishes lead people to Christ.

For more detail on the Archdiocese and the breadth of our work, see our [Annual Report](#) and our [Education Service](#).



The Role of the Lay Trustee

In addition to the general duties and responsibilities outlined by the Charity Commission of England and Wales, Lay and Clerical Trustees collaborate to help shape the strategic vision of the charity and work closely with the Chief Operating Officer and his team focussed on key functions including education, fundraising and property management.

This will mostly be achieved through attendance at the Trustee meetings, which take place at least once a quarter. There is a minimum requirement of three meetings a year, with additional meetings for the first year.

The Archdiocese is looking for Trustees with a range of skills combined with a desire to lead to people to Christ. Skills include legal, property or safeguarding and where appropriate, Trustees may be required to represent the Archdiocese as an expert witness or in another formal way in legal proceedings or other professional hearings/presentations.

The role is about helping the Archdiocese achieve its ambitious vision for evangelisation and leading people to Christ, while especially promoting our diverse and vibrant communities.



Lay Trustee Appointment Process

As a general rule, the Archdiocese will be looking for Lay Trustees with specific areas of expertise such as finance, property, safeguarding and governance. In addition, the Lay Trustees must be practicing Catholics, but they do not have to be Southwark Archdiocese parishioners. Candidates should identify any possible conflicts of interest when applying for the Trustee position.

The role of the Lay Trustee in the Archdiocese is not a regulated activity under the current Disclosure and Barring Service (DBS) regulations. However, the charity does carry out regulated activities as part of its general operation and so would not consider someone with a blemished DBS disclosure to act as a Lay Trustee, as all Trustees have responsibility for overseeing that regulated activity.

We are looking for candidates who possess:

- A commitment to the Catholic faith, its values and ethos;
- A willingness to devote the necessary time and effort;
- A willingness to serve on one or more committees where their skills and experience are well suited;
- A willingness to engage with their network of contacts to increase support for the charity;
- Strategic vision and an understanding of how RCAS fits into the wider Catholic community landscape;
- Good, independent judgement;
- An ability to think creatively;
- A willingness to speak their mind diplomatically;
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship;
- An ability to work effectively as a member of a team;
- A commitment to Lord Nolan's seven principles of public life; selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

An Appointment Panel will be established to meet potential Trustees. This panel will be formed of at least one Trustee and the Chief Operating Officer. Once the Panel has made their decisions individuals will be invited to meet the Archbishop. Upon appointment an induction meeting will be offered.



How to Apply

For an informal discussion about the role, please contact our recruitment partner, NFP Consulting:

Simon Lloyd Director | NFP Consulting
07961 988 523 simon.lloyd@nfpconsulting.co.uk



For more information and to apply online, please visit:

www.nfpconsulting.co.uk/rcaos

Application is by way of CV initially followed by a Supporting Statement, which should concentrate on motivation, credentials, experience and knowledge and be around 1,000 words max.

Expressions of interest and applications will be reviewed and progressed on a rolling basis with the aim of having secured appointments by early May 2024.

Candidates taken forward to interview will be required to complete a formal declaration of eligibility to become a Trustee.

Every effort will be made to facilitate an informal visit to the Archdiocese Offices and the opportunity to meet with the Financial Secretary prior to formal interview.

Accessibility

Please let us know if you have any special requirements which we might need to consider in relation to the application process and attending interview. Any requests will not be taken into account in the selection process.