



NON-EXECUTIVE CHAPTER MEMBER AND STATUTORY COMMITTEE MEMBERS

CANDIDATE INFORMATION PACK

January 2025



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WELCOME FROM THE DEAN OF SALISBURY

Thank you for your interest in becoming a **Non-Executive Member of the Chapter** of Salisbury Cathedral, or potentially joining one of our **statutory committees** namely:

Finance
Audit and Risk
Nominations and Development
Heritage Tourism and Visitor Experience

We are looking for people of experience, expertise, and wisdom, who can make a significant contribution to our life and who will broaden the range of our views and voices, thus increasing our diversity.

New governance arrangements were introduced for all English Anglican cathedrals by the Cathedrals Measure 2021. Salisbury Cathedral is now registered with the Charity Commission. The Chapter is the charitable trustee body of the Cathedral; Chapter members are its charitable trustees. They contribute to its good governance, long-term vision, strategic direction, and sustainability. They are supported in their work by a range of committees, and we are also looking for people to serve on our Finance Committee, Audit and Risk Committee and Fabric Advisory Committee.

Work began on this extraordinary place over 800 years ago. It is both a living church and an iconic feature of England's heritage. It is the seat of the Bishop of Salisbury, a centre of mission, and the mother church of the Diocese of Salisbury. As well as being a place of worship and prayer, it is a venue for the arts, a centre of training in ancient skills, a place of welcome for visitors from across the world and the spiritual heart of the city of Salisbury. We want to make a positive difference to all who come here.

We are embarking on an exciting and challenging journey, with ambitious plans to undertake significant capital development projects as part of a new Strategic Plan for 2024-2029. This is therefore an opportunity to be a critical part of our mission, and to shape the growth and impact of Salisbury Cathedral for the next generation.

We are searching for people with relevant knowledge and experience to join us and if you would like to be part of this vibrant, creative place we look forward to hearing from you.

The Very Reverend Nicholas Papadopoulos
Dean of Salisbury

THE DIOCESE OF SALISBURY AND THE CATHEDRAL

The Diocese of Salisbury is a Christian community of churches, schools and chaplaincies serving one million people, from North Wiltshire to the Jurassic Coast and including the Channel Islands of Jersey and Guernsey.

The Cathedral is the mother church of the Diocese and the relationship between the Cathedral, the Bishop and the Diocese is of great importance to us. The Cathedral is the seat (*cathedra*) of the Bishop, where he worships and leads worship. We also host a number of services and events for the Diocese every year and value this relationship, although our governance and finances are independent of the Diocese.

We share the Diocesan aspiration that the church will encourage people to explore their faith in Jesus Christ and discover how God's love can transform lives. This aligns with our history and ongoing mission to be a place which advocates Liberty, encourages Creativity, and seeks after the eternity made known in Jesus Christ.



CATHEDRAL LIFE

Salisbury Cathedral is a place to be still, to ponder and to pray. It is also somewhere which offers a wide range of activities that provide opportunities of encounter for everyone who comes whether worshipper or visitor.

WORSHIP is at the heart of our life. Every day of the year services are held, some with a handful of worshippers in a quiet chapel. Each service is treated with the same love, attention to detail and care.

VISITORS come from all over the world to marvel at this magnificent place. Some even climb the tower to gaze up inside the spire. A significant proportion of our income is derived from admission charges. Our visitors are our guests. Alongside the wonder of the Cathedral itself they can see some of our treasures, enjoy the Close, relax in the Refectory and take home a souvenir from our shop.

MUSIC enriches our worship and engages our visitors. In addition to choral services, we have a regular programme of concerts. Our choirs enable children and young people to share in our life, bringing a sense of vitality and fun.

EDUCATION Thousands of children and young people visit the Cathedral each year to enjoy some of the many activities offered by our Education team and volunteers. We provide learning and activity days for many local primary schools and others within the wider areas of the Diocese. It is important to us to give young people a positive experience of the Cathedral that they might otherwise not have the opportunity to enjoy. Our education team also run activities for the wider public when they visit at specific times during the year, in particular Easter and Christmas.

Salisbury Cathedral School is owned by the Cathedral but has its own Board of Governors and is run independently of the Cathedral. Our choristers are educated at the school, with the Cathedral making a contribution to their fees.

Our **MISSIONER FOR YOUNG PEOPLE** is an important member of our team and a relatively new role within the Cathedral. Their ministry is dedicated to supporting young people both in our community, the Cathedral School and in the wider community of Salisbury.

GOING GREEN is a major priority for Chapter. Together with our architect and special consultants we are investigating what we can do to move to being sustainable both in the Cathedral itself and our Close properties. This is a major challenge. We have already achieved A Rocha Eco Church Gold status but we have a lot of work to do - and it won't come cheap!



CATHEDRAL LIFE

EVENTS take place all year round in the Cathedral and around the grounds. In addition to music, we are an important venue for the visual arts. Sarum Lights, flower festivals, the Grayson Perry exhibition are just some examples of the variety of events we host. Many of these events actively involve participation from the community and Diocese and we see such activities as part of our ministry as well as generating income.



Our LIBRARY and ARCHIVES house important treasures that tell the story of the Cathedral and its influence on Christian worship. The so called Sarum Rite, the Salisbury services, found their way into the mainstream worship of the Church of England.

We have one of only four remaining copies of the Magna Carta that is displayed securely in the Chapter House. Making our treasures accessible is important to us and we have plans to establish a purpose-built Archive facility to fulfil our responsibilities to conserve our artefacts, and enhance the experience of visitors and the understanding of our shared heritage.

We have aspirations to redevelop the South Side of the Cathedral which currently houses the Works Yard. The project was paused in 2020 due to the pandemic but remains a priority for Chapter in the years ahead.

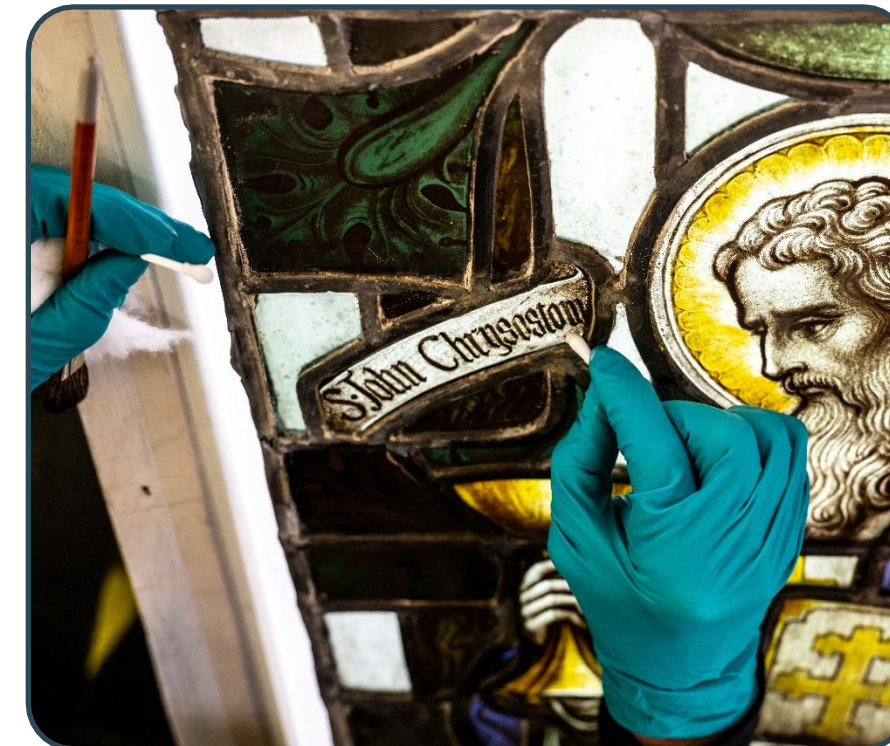


CATHEDRAL LIFE

PROPERTIES IN THE CATHEDRAL CLOSE. Whilst many of the properties in Cathedral Close are privately owned, the Cathedral retains responsibility for the majority of the remaining property. Houses are used to provide staff accommodation and also leased on both long- and short-term tenancies.

The grounds of the Close and roads belong to the Cathedral and the Works yard is located on the south side of the Cathedral. Our Property Strategy Group oversees this work on behalf of Chapter and are served by a dedicated team of staff and a range of professional consultants.

Our WORKS YARD is run as a wholly owned commercial venture providing heritage crafts and maintenance services to the Cathedral and external clients. Our craftswomen and men include stonemasons, glaziers, carpenters and other trades under the direction of our Clerk of Works. We intend to increase access to the skills and craftsmanship of our Works Department. It is important to us that the expertise of our masons and glaziers is retained within the Cathedral as it has been for centuries. Our ambition is to develop the commercial viability of the department and expand its work.



Our Strategic Priorities 2024-2029

The Cathedral has developed a new Strategic Plan for the next five years please click this link to read more: [Strategic Plan 2024-2029 - Salisbury Cathedral](#). Our Vision is to advocate liberty, encourage creativity and seek the eternity revealed in Jesus Christ. Our values of Boldness, Fairness and Kindness underpin our strategic objectives. These include the nurture of faith, the offering of hospitality, the development of financial resilience, the care of people, and the pursuit of justice.

This is just a brief insight into some aspects of our life and ambition.

If you would like further information about any part of our work please contact the Chapter Clerk (Chief Operating Officer) by email: ChiefOperatingOfficer@salcath.co.uk.

You can also access information on our website: www.salisburycathedral.org.uk

CHAPTER MEMBER RESPONSIBILITIES

Chapter is the Cathedral's Governing Body and is responsible for the strategic leadership of the Cathedral. Chapter members are also charity trustees under the terms of the Charities Act 2011.

Chapter consists of the Dean and three residentiary canons as Executive members and up to eight non-executive members. The majority of these must be lay people, and one is appointed by the Bishop and is the senior non-executive member. The Chapter is the sole body corporate of the Cathedral and its Trustees.

The Cathedral has a new Constitution and Statutes agreed with the Church Commissioners and the Charity Commission in 2022. These state that the objects of the Chapter are:

- 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
- To care for and conserve the fabric and structure of the Cathedral Church building
- To advance any other charitable purposes which are ancillary to the furtherance of these

Chapter is supported by the Cathedral Executive team, led by the Chapter Clerk (Chief Operating Officer) together with departmental directors. They have responsibility for the functional areas of the Cathedral including: liturgy, worship and music, visitor experience, communications, finance, property, education, outreach and our relationships locally, nationally and internationally. We are one of a small number of cathedrals with a commercial Works yard and we have a staff of approximately 100 people in fifteen teams across our 60 acre site.

All Chapter members are required to provide strong and effective governance and leadership to the Cathedral and to participate in the worshipping life of the Cathedral. This requirement is achieved by the commitment of Chapter members to fulfilling the Cathedral's purpose, values, objectives and mission.

Chapter members have a corporate duty to:

- Understand and fulfil their responsibilities as Trustees and in accordance with the requirements of the Charity Commission
- Participate fully in developing the Vision Values, Ethos and Mission of the Cathedral
- Provide strategic leadership and oversight for the development and delivery of the Cathedral's strategic plans
- Provide constructive challenge and support to Chapter colleagues and the Cathedral Executive team
- Actively contribute to projects or specific issues where personal expertise will be beneficial



CHAPTER MEMBER RESPONSIBILITIES

We do need Chapter members to invest the time necessary to attend, on a regular basis, Chapter meetings and meetings of assigned committees and other tasks or projects that may arise from time to time.

The time commitment is likely to be equivalent to a day a fortnight. Chapter meets monthly, normally on the last Friday of the month. Meetings usually last for half a day; attendance at all such meetings is necessary to fully understand the Cathedral's Mission and Purpose.

The Cathedrals Measure 2021 requires that all Chapter members must be over 16 years of age. They must also be communicant members (within the meaning given in Rule 83(2) of the Church Representation Rules) of the Church of England, a Church in communion with it, or a Church which is not in communion with it but subscribes to the doctrine of the Holy Trinity.

The skills required to fulfil this corporate role may include knowledge, experience and expertise in one or more areas of Board Governance:

- finance, management
- general and charity law
- communication, information technology
- marketing, tourism, visitor experience
- risk management, property management
- entrepreneurship, strategic planning
- safeguarding
- theological literacy
- interfaith understanding

It is likely that at different times we will seek specific skills depending on the composition of Chapter.

It is also desirable that Chapter members possess one or more of the following qualities:

- **Wise** - with the ability to make sense of information presented in the light of experience
- **Creative** - with the ability to generate and see the potential for new ideas
- **Balanced** - Chapter benefits from a mix between those who have attention to detail and those who can see the big picture
- **Discerning** - The ability to evaluate and demonstrate integrity



CHARITY TRUSTEE RESPONSIBILITIES

The Cathedral registered with the Charity Commission in January 2023, Chapter members are therefore required to comply with the Trustee duties specified by the Commission which includes meeting eligibility requirements. Information regarding these can be found on the Charity Commission website following this link: <https://www.gov.uk/guidance/charity-commission-guidance>.

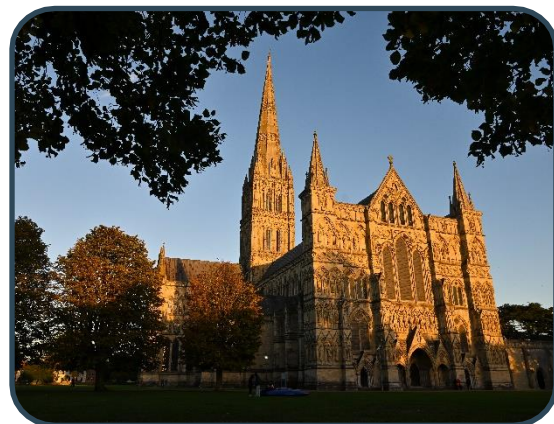
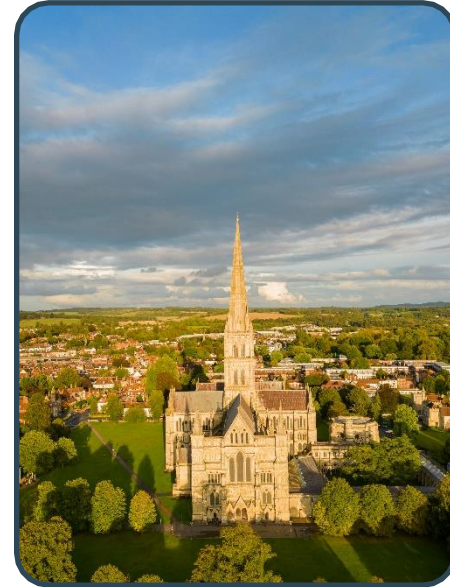
The essential trustee duties however are as follows:

- To ensure the charity is carrying out its purposes of the public benefit
- To comply with the charity's governing document and the law
- To act in the charity's best interests
- To ensure the charity is accountable
- To manage the charity's resources responsibly
- To act with reasonable care and skill

All our Chapter members are therefore required to comply with these in addition to the Cathedrals Measure (2021) and Salisbury Cathedral's Constitution and Statutes (2022). The latter specify that Chapter must direct and oversee the administration of the affairs of the Cathedral and, in doing so must in particular:

- Order the worship of the Cathedral and promote its mission
- Formulate, after consulting the Bishop, proposals relating to the general direction and mission of the Cathedral
- Prepare an annual budget
- Prepare an annual report and annual accounts for audit and approval
- Manage the property which is vested in the Chapter, and the Cathedral and any other properties are properly maintained and repaired

There are day-to-day responsibilities which are delegated by Chapter to the Cathedral Executive Team and other committees that include the Fabric Advisory Committee, Finance Committee, Audit & Risk Committee and a Nominations & Development Committee. However, all decisions reside with Chapter which receives advice from these statutory committees and others that are needed to ensure robust management of the Cathedral's life and responsibilities.



SAFEGUARDING

Salisbury Cathedral is committed to ensuring it provides a safe and caring environment for all, including children and adults who may be at risk of abuse and neglect.

Our intention is to ensure safe environments within which our welcome to everyone is supported by proper and effective safeguards. We will continue to implement the Church of England safeguarding policies and procedures, working actively with the Diocese of Salisbury.

Early in 2024 Salisbury Cathedral and Diocese underwent an independent safeguarding audit by INEQE. The full report can be found here: [Safeguarding - Salisbury Cathedral](#). INEQE concluded that "senior leaders demonstrated a willingness to open themselves to direct challenge, the real strength in Salisbury is its people their greatest overall strength and potential lies in the fact that Salisbury's safeguarding practice is built on a foundation provided by their in-house professional safeguarding team". The Chapter of Salisbury Cathedral accepts and adopts in full the contents of The Church of England's Safeguarding Policy for children, young people and adults, "Promoting a Safer Church 2017".

DIVERSITY AND INCLUSION

The Cathedral is committed to the principle of equal opportunities in employment and in equal pay for work of the same or similar nature or work of equal value. This means that in line with the Equality Act, 2010, all job applicants and employees will receive equal treatment regardless of sex, race or ethnic origin, religious belief, nationality, gender, marital or family status, sexual orientation, age or disability.

We have developed an Equality, Diversity and Inclusion plan. We would like to see the membership of our congregations spread across a broader age group. We are seeking to increase diversity within Chapter and our committees. We are committed to finding ways to remove barriers and ensure that everyone sees the Cathedral as a place that is relevant to them whether as worshipper, visitor, staff member or volunteer.



THE APPLICATION PROCESS

Currently the Cathedral is seeking an additional member of Chapter and new members for some of its statutory committees. In particular we are looking for people who will be able to complement the current range of knowledge and experience in any of the following areas:

- Finance (Investment Management)
- Audit and Risk Management
- Organisational Development - for our Nominations Committee
- Heritage Tourism, Visitor Attraction Experience

You may have previous experience of working collaboratively with a Board of Trustees or a Governing Body. You may be able to demonstrate an understanding of leadership roles in the Church, whether in a parish, diocese, cathedral, or some other capacity. You need to be willing to be held accountable and to hold others to account and be able to demonstrate you work collaboratively and effectively as part of a small team.

You will be excited about the Cathedral's mission, purpose, values and future aspirations.

We would love to hear from you If you believe this could be a role for you. You are welcome to seek an informal discussion with the Chapter Clerk (Chief Operating Officer) before making a formal application.

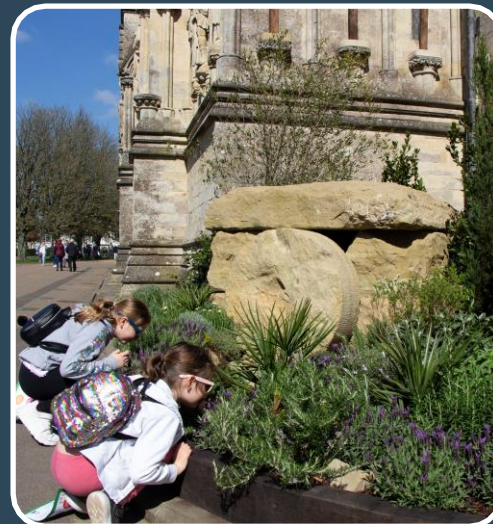
To apply please write to the Chapter Clerk (Chief Operating Officer) demonstrating how you meet the qualities we are looking for and your areas of expertise, experience and interest.

Mrs J Molnar
Chapter Clerk (Chief Operating Officer)
Salisbury Cathedral
The Chapter Office, 6 the Close
Salisbury, SP1 2EG

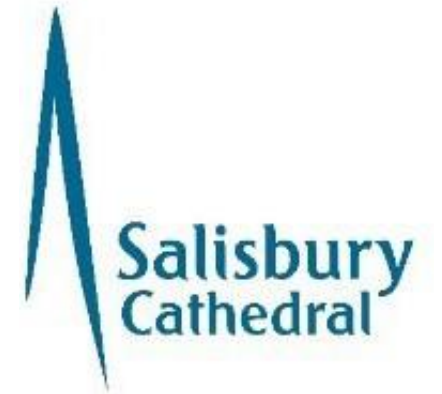
Email: ChiefOperatingOfficer@salcath.co.uk
Phone: 01722 555105

Applicants may then be invited to an interview and as part of that will be asked to declare any potential conflicts of interest.

Salisbury Cathedral is committed to the principles and processes of Safer Recruitment which includes carrying out appropriate checks with the Disclosure and Barring Service. Your personal information will be processed in accordance with the General Data Protection Regulations (2018)



THE CHAPTER OF SALISBURY CATHEDRAL



"The Cathedral is a great place to work. Trust and lack of regimentation encourages people to go the extra mile and strengthens commitment"

"I loved the mirrored fountain - the font. I was amazed as I looked into it - the stained glass in the reflection at the same time blew me away."

"When it comes to Cathedrals it's a 9 out of 10. Definitely one of the better cathedrals that I've been to. Lots of things shown so much better than other cathedrals I've visited."

"Just as the building is inspirational, so are the members of Chapter and the Executive team. It is both a pleasure and a privilege to work with these wonderful people"

Being a member of such a collegiate and engaged Chapter is a really enjoyable experience. Lay and ordained voices are heard equally and we are provided with the timely and high quality management information that we need to enable us to make decisions and to support and challenge our very effective Cathedral staff to ensure that together we make a difference for God in this beautiful cathedral

"I thought it was really cool that they integrated the art into the building. Not too intrusive. Bring modern art into an old place and it gives it a new quality.."

"As a lay member of Chapter it is intriguing to experience the wider complexities of what it is to partake in the activities of the wider Cathedral life with the myriad responsibilities involved. In belonging, there is a sense of awe at the wider implications of "Liberty, creativity and eternity".

"Magna Carta - showed it in the modern context and this is what I like. Usually in a museum it doesn't link to the present. Here you've got the context of free speech. Jury service. BLM. It was linked well. I understand it much better before and the impact it had on other documents too."

Its a huge privilege to support the life of Salisbury Cathedral as a trustee and member of Chapter and be drawn into its life in this incredibly important role.

