

We're sure that you have a lot of questions about what it's like to work here. Here are the answers to some of them.



**Everyone is welcome including those of all faiths and none.**

### **How do I apply to work for the NCIs?**

Complete an application [here](#). Don't forget to tell us about your skills and experience, how they relate to the role and the requirements, and how they will enable you to be successful. If you meet the job requirements and are shortlisted, we will contact you directly about next steps. If you have told us that you're disabled and you want to participate in our Disability Confident scheme, we will invite you to interview if you meet the essential criteria for the role. If you are not shortlisted this time, we will let you know and we hope that you'll apply to us again, if you see the right job for you.

### **What should I expect during the interview process?**

It depends. For most positions, we begin the process with a first stage interview. This may be by telephone/Skype or face to face and may involve an assessment or presentation based on the requirements for the role. We will do our very best to provide any adjustments that you may need to make the interview process accessible to you. If you are successful at this stage and keen to progress your application further, we will normally invite you back for a second interview. Each role and team are different and the process will vary.

### **Can I learn and progress?**

We want everyone to flourish and develop at work and support people with potential to progress their careers within the NCIs. You can choose to join our mentoring scheme or access a range of learning from personal development to professional qualifications. We encourage learning and progression and post vacancies on our internal careers website. Staying engaged and happy with new challenges is important and highly valued here.

### **What's your culture like?**

People feel welcomed and included when they join the NCIs. We are passionate about what we do and you can feel it. We trust each other and take pride in our work and our colleagues. There's a strong emphasis on teamwork and working together. People are friendly and approachable and there's a willingness to share knowledge and help each other out. We have a vibrant and varied NCI life that celebrates what we have in common and honours our differences: we have a range of diversity networks that offer support and fellowship and we also like to socialise and enjoy ourselves and have a whole range of clubs and activities to join from running to wine tasting.

### **What's the location like?**

Our locations are incredible. You will be working in beautiful and unique historic buildings like [Church House Westminster](#), [Lambeth Palace](#), [Lambeth](#) and [Bishopthorpe Palace, York](#). All are within easy reach of public transport, cafes, shops and leisure activities. We also offer a range of part time, flexible and remote working options giving a real work/life balance.

### **What sort of jobs do you offer?**

You'll find jobs here that you might not expect to find, and you'll find jobs that simply don't exist anywhere else. There's no other place like it. Visit [Pathways](#) to find out more.

### **I don't go to church, will my application still be considered?**

Yes. When we review your application, we consider how well you meet the requirements for the role. The requirements are explained in the

'ideal candidate' section of the advert. Very occasionally there may be an occupational requirement to practice a particular Faith but this is only when essential for the role. On these occasions, the requirement will be clearly stated.

### How are you building a culturally diverse workforce?

- We are committed to building a culturally diverse workforce of talented people from different backgrounds like yours, with a variety of skills and experiences to draw on, supported by a culture where everyone feels they belong and is valued for who they are and what they contribute
- We are Disability Confident Leader, we actively look to attract, recruit and retain those of you who are disabled
- We are a member of the Armed Forces Covenant, we welcome applications from those of you who have served in our Armed Forces and their families
- We will treat you with dignity and respect regardless of any previous history. We actively support Working Chance, a London based charity that supports female ex-offenders to find work with employers around the capital.

Find work with joy on our dedicated careers website.

[Discover a future you'll love](#)

**Source URL:** <https://www.churchofengland.org/about/careers/working-ncis-frequently-asked-questions>