

CHIEF EXECUTIVE OFFICER

CHURCH COMMISSIONERS FOR ENGLAND



WELCOME



We are seeking an exceptional Chief Executive Officer to lead the Church Commissioners as our current CEO prepares to step down after five successful years in post in March 2025. We are thrilled that you are interested in learning more about this rewarding and impactful role.

The Church Commissioners manage a historic, in-perpetuity fund of £10.4 billion, one of the nation's leading endowment funds with a 320-year legacy. Operating at the crossroads of capital markets, government, and the Church, our mission is to steward the fund responsibly and sustainably, maximising support for the Church's mission while ensuring intergenerational equity.

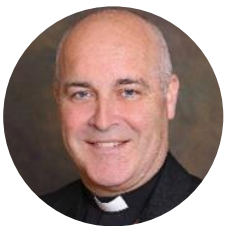
In recent years, the Church Commissioners have navigated significant milestones. We've successfully increased distributions to dioceses to meet growing needs, renewed our board, and appointed a new Chief Investment Officer. Looking forward, our new CEO will have the opportunity to:

- Partner with our CIO to shape the endowment fund's future, refining our risk appetite and capital allocation strategy for the next generation.
- Drive organisational and cultural transformation as we implement the Church's governance review recommendations.
- Lead new approaches to socially responsible investing, particularly in response to our historical findings related to Transatlantic Chattel Enslavement, seeking to heal, repair, and deliver justice.

In this pivotal role, both character and commercial acumen are essential. As CEO, you will have the unique opportunity to shape the future of the Church and its impact on the communities we serve.

If this mission resonates with you, we warmly invite you to get in touch.

Alan Smith
First Church Estates Commissioner



Thank you for your interest in working for the Church of England and especially in the vital role of Chief Executive of The Church Commissioners. Our history shows us that over many decades the Church Commissioners have been key partners in providing the Church of England with the vital financial resources to help our 12,500 parishes continue their ministry. Our annual report shows just what an important contribution they continue to make, contributing approximately 20% of the Church's annual running costs.

The Church Commissioners play a crucial role in the stability and growth of the Church by providing ministry support as well as funding and supporting bishops and cathedrals. In addition to running costs, the Commissioners also award funds for ministries designed to accelerate renewal and growth across our parishes, dioceses, and cathedrals, in support of our Vision & Strategy for the 2020s. The Church Commissioners also use their voice as a responsible investor to address key issues, for example, the urgency of climate change continues to be a major theme for the Church Commissioners.

I and my colleagues would be keen to hear from you if you are interested in joining us in a continuing partnership as we work together to support our wider mission of ensuring the broadest possible impact is lived and proclaimed in word and deed through a healthy and safe church serving every person in England.

The Most Reverend and Right Honourable Stephen Cottrell
Archbishop of York



Job Title: Chief Executive Officer (CEO) of the Church Commissioners.

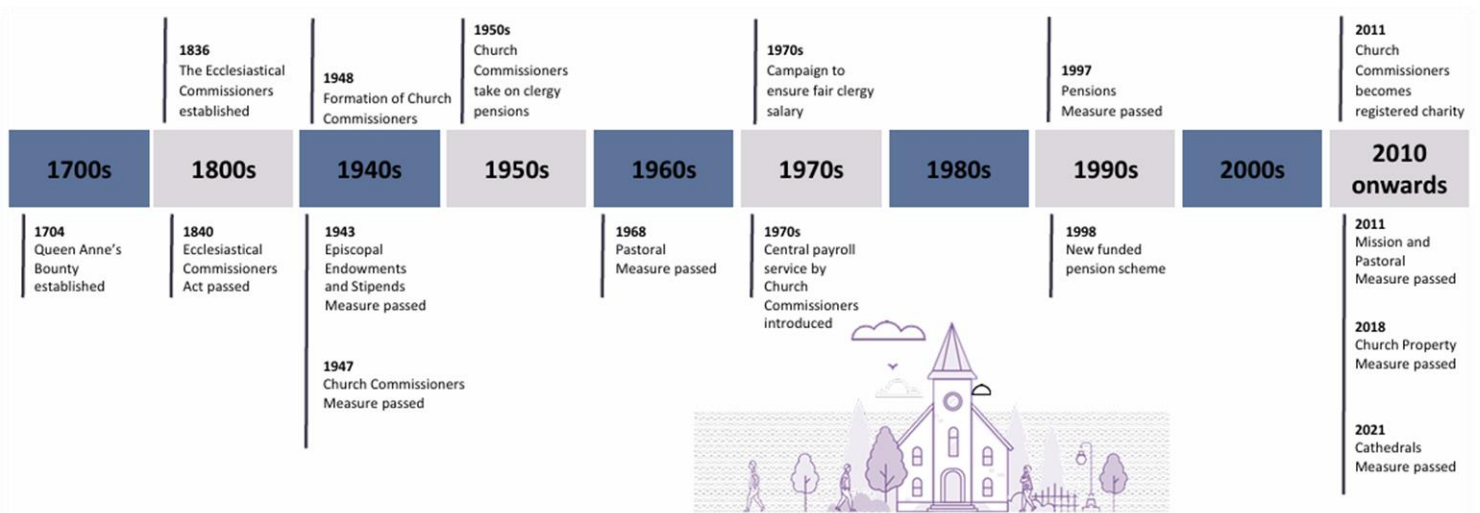
Location: Our teams are based in the Church Commissioners Westminster Office 3 days per week and the CEO will want to be in the office to collaborate with and support team members.

Accountable To: The First Church Estates Commissioner and the Board of Governors.

Responsible For: Chief Investment Officer, Chief Operating Officer - Investments, Head of People – Investments; Director of Bishoprics & Cathedrals, Head of Pastoral & Closed Churches, Director for Cathedral & Church Buildings, Director for Planning & Engagement, Chief Operating Officer - Shared Services.

Key Relationships: The 1st, 2nd and 3rd Church Estates Commissioners; Deputy Chair of the Church Commissioners (CC) Board; The Archbishops, Bishops & Deans; Archbishops’ Council (AC) and Pensions Board (PB) chief officers & members; Ethical Investment Advisory Group; Diocesan Secretaries; direct reports as above; Trades Unions and staff networks.

Background: The Church Commissioners for England is a statutory endowed charity managing over £10 billion of historic assets for the Church of England and an administrative body with regulatory and quasi-judicial duties. It has representatives of Church and State on its governing body and is answerable to Parliament and the General Synod of the Church of England. It was created in 1948 through the merger of Queen Anne’s Bounty and the Ecclesiastical Commissioners. Financial returns are used to support the mission and ministry of the Church of England. In addition to managing the investment fund, the Church Commissioners supports the Church’s mission, ministry, and heritage by providing funding, sound frameworks, and expert advice in support of England’s dioceses, parishes and cathedrals, its church buildings and Bishops’ ministry.





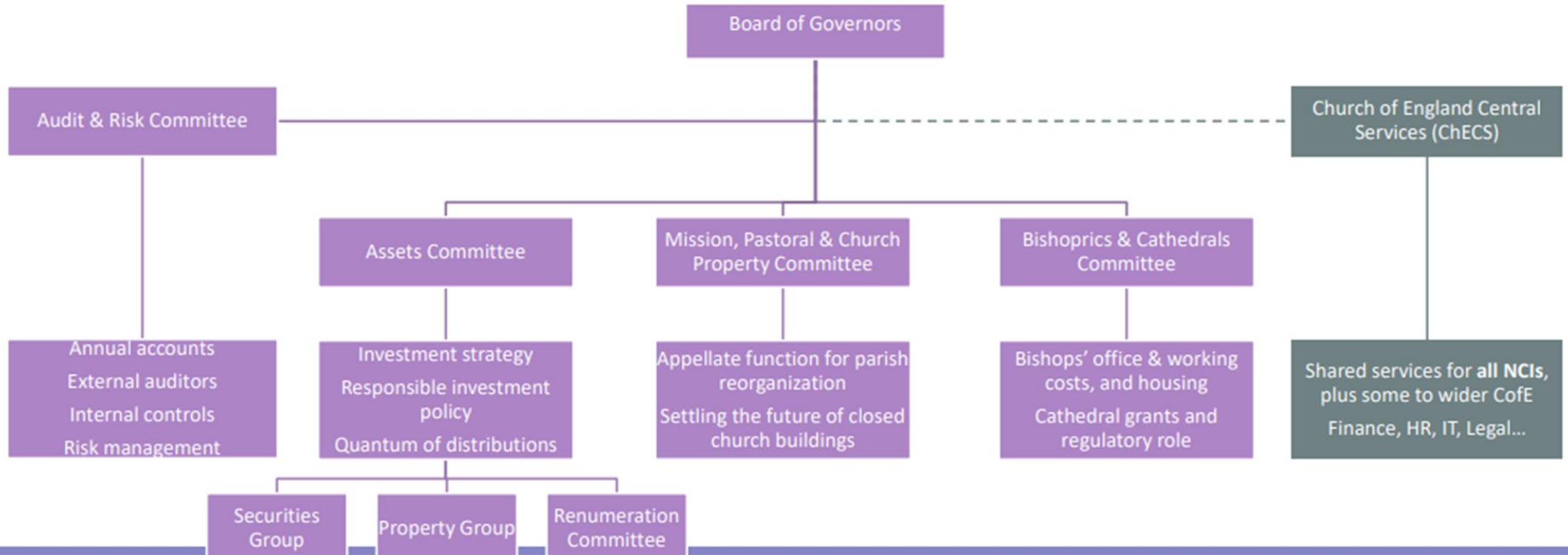
Governance:

The Church Commissioners is governed by a board of 27 Trustees (six State Office Holders are Commissioners but not members of the Board/Trustees) which includes:

- Two Archbishops* and four Bishops elected by the House of Bishops, three Clergy elected by the House of Clergy and four Lay members elected by the House of Laity and two Deans elected by the College of Deans.
- Three Church Estates Commissioners – the 2nd is a Member of Parliament appointed by the Crown and the 3rd is lay person appointed by the Archbishop of Canterbury. Alan Smith, in his role as First Church Estates Commissioner, is appointed by the Crown and chairs the Assets Committee, a statutory committee responsible for Church Commissioners' investment portfolio.
- Nine others appointed (following a competitive recruitment process) according to required skills (in particular, investments).

*The Archbishop of Canterbury delegates his responsibilities as Chair to the Deputy Chair – currently the Bishop of Salisbury.

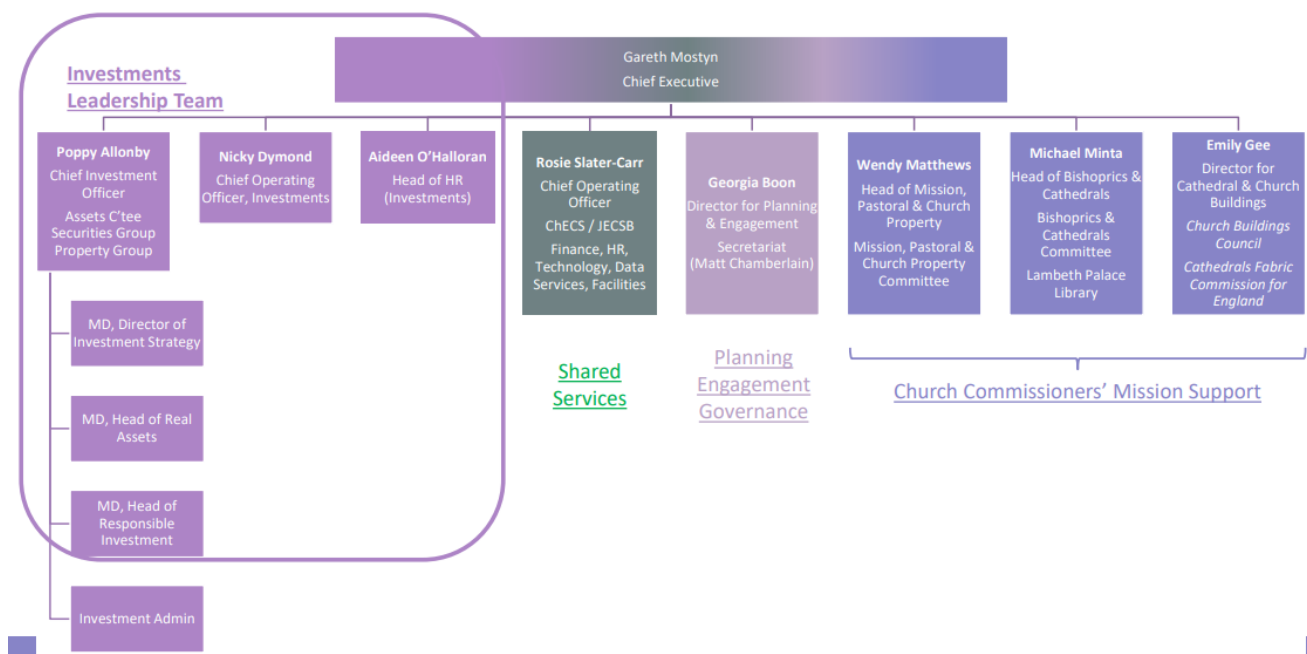
Structure of the Church Commissioners



The Role:


The Chief Executive Officer acts as the Secretary to The Church Commissioners, a statutory role. The CEO is responsible for strategic leadership of the Church Commissioners and oversight of the work of its operational teams including:

- Our investments function.
- Our Mission Support functions (through the work of the Bishops & Cathedrals, Pastoral & Closed Churches and Cathedral & Church Buildings teams).
- Planning, Engagement & Governance (including the Commissioners’ response to our historical linkages with chattel enslavement).
- The shared-service functions which report via our Chief Operating Officer (Finance, HR, Technology Services, Data Services, Giving & pan-NCI Project Management Office).



The CEO supports the Church Estates Commissioners in strategic policy and prioritisation of effort and in outward-facing communication to the wider Church and beyond about how the Church Commissioners are delivering their support for the Church of England’s mission. The post holder will be accountable to the Commissioners’ Board for performance of - and innovation within - the various financial and other functions above, achieving an appropriate management of risk underpinned by ethical principles, sound process and understanding of good governance and compliance.

Equally important is the CEO’s individual and shared accountability for the leadership, engagement, and capability of the diverse range of employees across the seven [National Church Institutions](#), in addition to their own functions. In this area they report to the Church of England Central Services Board, with representatives from The Archbishops’ Council and The Pensions Board alongside the Church Commissioners.



This appointment comes at a critical time for the Church Commissioners as it prepares to implement several changes in response to the national church governance review. That will include planning for and executing the transfer of the aforementioned “Mission Support” functions to a newly formed national church charity to be formed, expected 2027.

The CEO will play a critical role in this transition and then in shaping and implementing a vision for the “new” Church Commissioners, which will have an increased focus on oversight of the Church’s historic endowment to deliver excellent, ethical investment returns, providing the maximum sustainable funding support to the Church of England. The CEO will engage widely with stakeholders across the Church to ensure our support has the best impact possible.

The successful candidate will be a proven leader whilst also a low-ego team player able to nurture a strong values-based team culture and adept in working with a complex network of internal and external relationships, trusted to act as a public-facing voice of the Church Commissioners.

The job calls for a practising Christian with empathy for the Church’s mission, and a good understanding of the Church of England, its structures, traditions, and role in the life of the nation and within the broader Anglican Communion.

This is a truly unique and significant opportunity to oversee a major endowment fund and lead an organisation at the intersection between State, Church and financial markets. The breadth and visibility of the role make this a stimulating, challenging and rewarding proposition for a seasoned leader inspired by the chance to be part of the institutional fabric of England.



MAIN DUTIES AND RESPONSIBILITIES

Strategic Financial and Responsible Investment Leadership

- Deliver long-term sustainable financial support for Church pensions, statutory expenditures, and mission priorities through responsible endowment management.
- Promote and implement policies for ethical investment and active engagement with key stakeholders in line with responsible investment frameworks.
- Shape the development of a new endowment fund which will seek to invest in a better and fairer future for all, ensuring that communities affected by historic transatlantic chattel slavery are fairly considered and addressed.

Risk Management and Governance

- Ensure robust risk management, including reputational and legal risks, and ensure compliance with Charity Law and other legal frameworks.
- Act as Secretary to the Board of Governors and the Assets Committee, fostering sound decision-making, good governance, and timely implementation of decisions.

Organisational and Team Leadership

- Chair the Commissioners' Management Group, providing leadership to senior staff and driving organisational effectiveness.
- Lead a high-performing organisation, fostering collaboration across the NCIs, and promoting an inclusive, innovative, and continuously learning environment.
- Lead the implementation of governance changes and work with the Board to shape the vision and future direction of the Church Commissioners.
- In collaboration with the Commissioners Management team, foster a value- based and inclusive team culture.
- Act as role model and senior sponsor of organisational change and development., for example, championing diversity and inclusion.

External Ambassador and Systems Leader

- With a personal commitment to the Church's mission, build and maintain strong relationships with key church figures, including Archbishops, Bishops, Deans, and Diocesan Secretaries, to ensure alignment with church priorities.
- Raise the profile of the Church Commissioners' work, engaging with stakeholders and handling media and communications as needed.
- Representing the Church Commissioners on the global stage to influence the role and contribution they make to the Church and offering stability during changing times for the Church of England.



CANDIDATE PROFILE

Essential Experience:

- A strong track record as a senior leader in a complex environment with a range of senior internal and external stakeholders. This could have been gained via a chief executive or senior leader role in private, public or third sector, or a mixture of these, with a strong core commercial and strategic anchor.
 - A successful track record of oversight of a commercial business or finance function, with robust financial, compliance and risk literacy, bringing credibility with a high performing investment team and senior stakeholders.
 - Proven record of leading, managing, inspiring and engaging diverse teams at organisational level, with sensitivity to different organisational contexts.
 - Demonstrable range of experience of leading organisational change, including cultural dimensions. e.g., inclusion, equity and racial justice, within values-led environments.
- A proactive and collaborative approach to leadership, delivery, innovation and problem solving.
 - High standards of integrity, commanding trust, and confidence from others.
 - Self-awareness and positivity, enabling a listening, engaging and approachable leadership style.
 - A strong commitment to inclusion and diversity in its broadest sense, and to creating a culture in which all types of individuals – of differing faiths or none - can flourish.
 - Self-motivated with initiative and the necessary drive to deliver results.
 - Strong personal impact; able to work, and have credibility, with a wide range of people in a variety of situations.
 - Innovative and forward thinking in approach; flexible and responsive to changing demands and priorities.
 - In accordance with Schedule 9 of the Equality Act 2010, there is an Occupational Requirement for the role holder to be a practicing Christian with empathy for the Church's mission, and an understanding and appreciation of the Church of England, its structures, traditions and role in the life of the nation and the broader Anglican Communion, as well as a comfort to chair meetings which open with Christian prayer.

Personal Attributes:

- Confidence and the credibility to report to multiple boards and work alongside archbishops, bishops, senior church leaders and external stakeholders at national level.
- Determination and resilience sufficient to cope with the demands of a stretching role within a complex organisational system and in a volatile investment climate. Strong support systems to support personal resilience.



Skills/Aptitudes:

- Financial literacy and ability to interpret and challenge in this field and an understanding of investment markets, strategy and financial management.
- Ability to deliver within a complex set of statutory and other frameworks, including accountability to Synod and Parliament.
- Strong leadership skills, with a flexible and adaptable approach, comfortable with ambiguity.
- Leadership skills, including change leadership, and credibility with a significant span of staff covering investing, policy, secretariat, and corporate centre expertise.
- Ability to achieve outcomes through proactive collaboration and partnerships at all levels, drawing on strong interpersonal and listening skills.
- Capable of delivering high quality, innovative, strategic thinking and pragmatic solutions.
- Ability to achieve high performance levels and continuous improvement in operational services.
- Ability to take and communicate tough decisions and respond rapidly within changing circumstances - organisational or wider environmental - and to tight timescales.
- Clear and confident communicator, with excellent written and oral presentation skills and the ability to address public forums and the media.
- Strong organisational and programme management oversight skills, to manage and prioritise a diverse operational and policy workload.

Desirable Experience:

- Board level experience, as an executive or non-executive in private, public or charity sector.
- Understanding of issues arising from real estate ownership, including heritage assets.
- Media experience.
- Charity sector experience



OTHER INFORMATION

Compensation and Benefits

We offer a competitive salary for the role along with generous benefits including:

- Generous employer contribution to the Church of England Group Pension Plan, plus we will match employee contributions up to 3% of salary.
- 30 days' annual leave, plus Bank Holidays and three additional 'NCI' days.
- 5 days' leave each year to volunteer with a Charity, in addition to time off to participate in statutory bodies (school governor, magistrate etc).
- Generous parental leave arrangements (including 9 months' maternity and 13 weeks' paternity paid leave).
- Electric Vehicle and Cycle to Work salary sacrifice schemes.

We Include, You Belong

Our Belonging and Inclusion Strategy aims for everyone in the National Church Institutions (NCIs) to feel that they belong and are valued for who they are and what they contribute. Together, our people contribute in different ways towards our common purpose, whichever NCI they work in and whatever their background.

Living out our values in all that we do, we:

- Strive for **Excellence**
- Show **Compassion**
- **Respect** others
- **Collaborate**
- Act with **Integrity**

We believe our commitment to belonging and inclusion fuels our progress and drives us forward. The NCIs are a safe, inclusive workplace for people of all backgrounds and walks of life. We want to encourage applications from a diverse group of people who share our values and a commitment to a Christian faith.

We welcome applicants from any Christian background and/or a variety of Christian life experiences, including those of long-standing or a more recent commitment to their faith. This post carries an occupational requirement to be a practicing Christian (in accordance with the Equality Act 2010).

Even if you have never thought about working for us before, if you have the skills and experience, we are looking for then we would like to hear from you



RECRUITMENT PROCESS

If you are interested in hearing more about the role, please contact churchcommissioners@saphirepartners.co.uk for a confidential conversation by 14th February. Shortlisted candidates will be invited to meet with the Board and some of the key stakeholders during February.

We believe our commitment to belonging and inclusion fuels our progress and drives us forward. The NCIs are a safe, inclusive workplace for people of all backgrounds and walks of life. We welcome applications from people of all Christian faiths. We want to encourage applications from a diverse group of people who share our values. Even if you have never thought about working for us before, if you have the skills and experience we're looking for then we would like to hear from you.