



## Could you be our new **Trustee?**

### Application Pack

Contract Basis:	Trustees are elected for a three-year term, renewable twice to a maximum of nine years.
Reporting to:	Board of Trustees (Court of Assistants)
Direct Reports:	None
Based:	Home-working, with some meetings in London
Salary:	This is a voluntary, unremunerated role, but reasonable travel and other expenses incurred as part of the role will be reimbursed.

## Our organisation

**Clergy Support Trust is the largest and oldest charity helping Anglican clergy and their families.**

Founded in 1655 and with assets of over £110m, the charity provides financial grants, services and resources for serving and retired ministers, ordinands, and clergy families. In each of the past three years we have supported more than one in five of all Church of England priests, alongside scores of others from Scotland, Ireland and Wales. The Trust's work has grown hugely in recent years, alongside a significant professionalisation of its offer and infrastructure; it now offers a broad and continually-evolving programme to support the financial, mental and physical health of those who, in their daily ministry, are called to support others.

Increasingly, the Trust also advocates for clergy, as well as acting to support them, which recently contributed to a 10.7% rise in the basic clergy stipend across England. In 2026, we published a new three-year strategy focussed on “going upstream” – understanding better the root causes of challenges facing clergy, supporting those in new ways (including through a major growth in advocacy and resources), and offering a broader programme to empower clergy, while focussing our grants on those in the greatest need.

Although the charity's excellent relationships with the Church of England and other Anglican Provinces are important, the Trust is proudly independent, and offers a confidential service to those seeking its help. Our regular impact surveys prove the significant value of that service to serving and retired clergy, and their dependants. We are privileged to be a Royal Charter charity, with His Majesty The King as our Patron, and the charity combines its dynamic present with a rich history: our flagship event each year, for example, is our Festival Service at St Paul's Cathedral, attended by over 1,500 people including the Lord Mayor of the City of London, Bishops, Aldermen, and many of our wonderful supporters.

**The Board of Trustees – referred to in our Royal Charter as the Court of Assistants –** is responsible for setting the charity's strategy and vision, for overseeing the work of its Chief Executive (and, through him, the wider staff team), and for scrutinising performance. Currently, there are thirteen Trustees, but two long-serving Trustees leave in 2026, and another two in 2027. Four current Trustees are ordained, as is the Chief Executive, and there is an occupational requirement for Trustees to be supportive of the Trust's Anglican ethos and identity (but not to be practising Anglicans).

**The charity's operations, profile and programme have grown significantly in recent years,** and a key element of the Court's role is to support, challenge and affirm the work of the charity's executive leadership team. Additionally, the Court wants its work to be informed by best practice in the wider charity sector. That knowledge, valuable to the whole Court, is also valuable on the various sub-committees which the Court operates:

- Charitable Services (grant-giving, resources and services for applicants (inc. training and research), impact monitoring and applicant experience)
- External Relations (communications, fundraising, marketing, events, digital)
- Finance & Operations (finance, HR, IT, property, operations)
- Investment (oversight of the charity's portfolio and its management)
- Governance (recruitment, governance, risk).

## Overview

**We are looking to appoint two outstanding new Trustees, to join the Board and the charity at this exciting moment.**

Specifically, we are eager to hear from candidates with experience of at least one, ideally more, of the following areas:

- Ordained ministry in the Church of England (for example, as a parish priest, chaplain, Area Dean, or Archdeacon);
- Communications and digital media (especially within the charity sector);
- Fundraising and supporter engagement;
- Personal experience of the Trust's grants, services and resources (for example, as an applicant, or as a diocesan officer responsible for supporting other ministers);
- Wider knowledge of the Church of England or Anglican Communion.

We hope for candidates who bring some experience and understanding of the charity sector, as well as a genuine and active passion for the important work which the Trust does. A detailed role description for Trustees is included below, and further information on core responsibilities is available through the Charity Commission website.

The Court takes seriously and wishes to reflect the glorious diversity of God's Church, and would particularly welcome applications at this time from women, those who identify as of Global Majority Heritage, and people living with disabilities.

Strong candidates will have an ability to think strategically about the current and future needs of our applicants, and how best to meet those in a challenging and changing climate. They will understand and represent the Nolan Principles of public life, and the legal duties, responsibilities and liabilities of charity trusteeship. As a small, close-knit team, we are eager to find Trustees who can support the Trust's events, contribute proactively to meetings (having prepared for them well in advance), think creatively, speak openly, and listen deeply.

The Court meets four times per year; in-person attendance is expected at those meetings (usually in central London), as well as for an annual twenty-four-hour away-day, currently normally in February. All Trustees are asked to serve on two of the five sub-committees, which meet four times a year, where online attendance is usual (though in-person attendance welcomed). Trustees are encouraged (but not required) to be present at our annual Festival in St Paul's Cathedral each May.

## Key responsibilities

**Trustees are expected to:**

- formulate and review regularly the strategic aims of the charity in accordance with its legal objects, and ensure that the policy and practices of the organisation are in keeping with its aims;
- monitor the performance of the charity against the agreed strategic aims;
- ensure that the organisation functions within the legal and regulatory requirements of a charitable organisation and strives to achieve best practice; and
- act as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application.

**Within that broad responsibility, shared with fellow members of the Board, Trustees' main tasks and accountabilities include:**

## **Formulating and reviewing strategic aims**

- Appoint the Chief Executive and ensure that there is appropriate investment in their ongoing professional development.
- Agree the method for measuring objectively the progress of the charity in relation to its vision, mission, strategic objectives/priorities, business plans and annual targets, and to receive regular reports from the Chief Executive on the performance of the charity.
- Ensure that views of beneficiaries on the performance of the charity are regularly gathered and considered by the Court of Assistants.
- Hold the Chief Executive to account for the management and administration of the charity.
- Ensure that the Chief Executive receives regular, constructive feedback on his/her performance in managing the charity and in meeting his/her annual and longer-term targets and objectives.

## **Monitoring performance**

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## **Legal and regulatory compliance**

- Ensure the charity complies with all legal and regulatory requirements.
- Understand the rules and constitution that govern the charity, ensure that the charity complies with its governing documents, and review the effectiveness of such governing documents periodically.
- Agree the levels of delegated authority, whether to officers of the charity, Board committees or management, and to ensure that these are appropriately recorded and implemented.

## Guardians of the charity's assets

- Ensure that the charity has satisfactory control systems and procedures for holding in trust for the beneficiaries all monies, properties and other assets.
- Ensure that monies which are invested on behalf of the charity are well-managed, within the constraints of the law and ethical and other policies laid down by the Court.
- Ensure that the major strategic and operational risks to which the charity is exposed are reviewed annually and that systems have been established to mitigate these risks.
- Ensure that the income and property of the charity are applied for the purposes set out in the governing document and for no other purpose, and with complete fairness between persons who are properly qualified to benefit.
- Ensure that intangible assets such as organisational knowledge and expertise, intellectual property and the charity's good name and reputation are properly safeguarded.

## Promotion of the charity and engagement with stakeholders

- Be prepared to act as an ambassador for the charity generally, and at specific events when asked by the Senior Treasurer or Chief Executive, within an agreed brief.
- Attend events as an ambassador for the charity, to network and promote the work of the organisation.
- Seek at all times to raise awareness of the work of the charity to its potential beneficiaries, in line with the charity's grant-making policy.
- Assist with fundraising and awareness-raising through appropriate speaking and networking events, with support and training as appropriate.

## How to apply

To apply, please email your application to the Chief Executive, The Revd Ben Cahill-Nicholls at [vacancies@clergysupport.org.uk](mailto:vacancies@clergysupport.org.uk)

Candidates wishing to explore the role informally, or learn more about the Trust's work, are invited to email Ben at [vacancies@clergysupport.org.uk](mailto:vacancies@clergysupport.org.uk)

### **Please include with your application:**

- Curriculum Vitae
- Covering letter (no more than three sides of A4), explaining why you are interested in the role and how you meet the person specification, with specific examples in your supporting statement
- Completed copy of the EDI Monitoring form (completion of this form is voluntary)

### **Closing date for receipt of applications: 9am, Friday 17 July 2026**

As a number of candidates and Trustees will be on holiday during August, interviews will be held on Tuesday 8 and Wednesday 9 September 2026 in our Westminster offices.