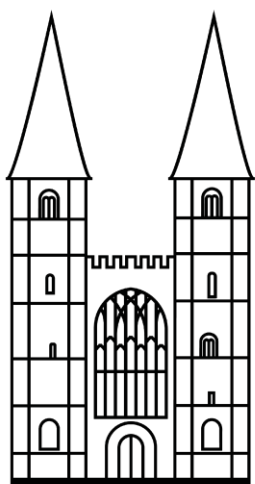




**Elected Non-Executive
Member Of Chapter
Candidate Information Pack**



Southwell
Minster

Cathedral ♦ Gardens ♦ Palace



**Southwell
Minster**

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Introduction from the Dean

Dear Applicant,

Thank you for your interest in joining the Chapter (Trustee Board) of Southwell Minster. The Minster – more formally known as Southwell Cathedral - is the mother church of the Diocese of Southwell and Nottingham and the seat of the Bishop, and a living church serving its Diocese, its parish, and a wide community who engage with it, locally and across Nottinghamshire. It is home to exceptional worship and music, and plays host to events and to thousands of visitors. It is also an iconic building, its thousand year old architecture and pepperpot towers overlooking a heritage estate with a rich history dating back to the Romans.

As the Chapter plans for the future it is seeking a new non-executive Trustee appointment, who will be elected by members of the Cathedral community. Expertise to help advise the Cathedral in a wide range of areas will be welcomed. These include finance; property and historic estate management; legal; tourism and visitor experience; events and venue management; marketing and communications; people and culture; development and fundraising; music; equality, diversity and inclusion. Most of all, though, Chapter seeks people from all backgrounds who will combine their demonstrable professional and personal gifts with a Christian commitment and a talent for collegiate working in order to ensure that Southwell Cathedral is a vibrant and sustainable entity looking confidently towards the future.

We encourage you to read on and to imagine yourself in this role. Does it excite you? If so, please consider applying. We aim to provide an open, friendly and transparent process and we look forward to meeting new colleagues who will work with us and truly make Southwell Minster a place 'where heaven and nature sing'.

I look forward to receiving your application.

With best wishes

The Very Reverend Dr Stephen Evans
Dean of Southwell



Southwell Minster

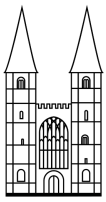
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About Southwell Cathedral

Southwell Cathedral is a living, working place of worship that has been at the heart of the community in Southwell for 1000 years. The present Romanesque building replaced an Anglo-Saxon Minster church, and since 1884 the Minster has been the Cathedral church for Nottinghamshire, and the seat of the bishop. Hospitality in the name of Jesus Christ is at the heart of what we offer to our congregations and diverse annual visitors. The church is arguably the most beautiful 12th-century building in England, and perfect in its setting.

Our mission is to serve as a place of worship, reflection, and inspiration for all, while preserving and promoting the Cathedral's rich heritage.





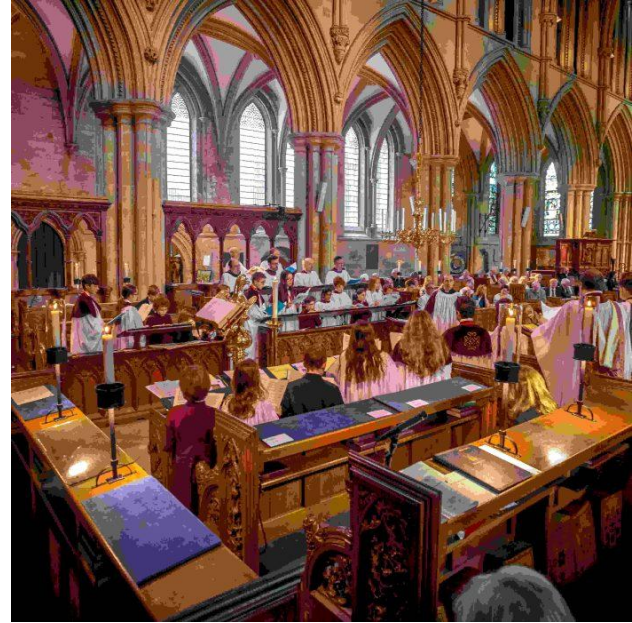
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About The Role

Southwell Cathedral is a registered charity and the Chapter is its trustee board. The derivation of the name 'Chapter' comes from the gathering together of monks or canons for the reading of a chapter of the Bible or a heading of the order's rule. The modern-day Chapter is the governing body responsible for the Cathedral's governance and setting its strategic direction. It is made up of both clergy and lay trustees who work together to undertake the successful running of the Cathedral. It is chaired by the Dean.

Being a Trustee is an important role that requires some basic business acumen but we do provide training and support – aptitude, attitude and relevant skills are more important than experience or qualifications.



As a Lay Chapter Member (Non-Executive Trustee), you would work collaboratively with other Chapter Members – including executive clergy - and colleagues to:

- provide effective leadership to enable the Cathedral to achieve its Christian mission;
- set the Cathedral's strategic direction - defining objectives, evaluating performance and driving improvement;
- ensure the Cathedral complies with its governing documents, underpinned by the principles of good governance;
- participate in analysing any risks to the Cathedral and ensuring they are appropriately mitigated;
- ensure the Cathedral's financial stability, overseeing the integrity of financial information and ensuring that financial controls and management are appropriate and robust.

As well as your strategy and governance responsibilities, you would also have the opportunity to use your specific skillset in order to support Chapter in its effective decision making. Trustees also play active roles in sub-committees or working groups.



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About You

We are looking for someone who:

- is a communicant member of the Church of England, or a communicant member of a Church which is not in communion with the Church of England but subscribes to the doctrine of the Holy Trinity;
- has a strong commitment to the mission and values of Southwell Minster;
- has the aptitude to understand the complex workings of a Cathedral and its associated functions, and be able to contribute to the development of our strategic plans;
- is an excellent communicator, able to listen, articulate their point of view and negotiate when necessary;
- has relevant expertise to support Chapter and the work of the Cathedral. There is a particular interest in candidates who bring the following: finance; property and historic estate management; legal; tourism and visitor experience; events and venue management; marketing and communications; people and culture; development and fundraising; music; equality, diversity and inclusion;
- enjoys working as part of a team and is a natural collaborator able to engage effectively with a wide range of people;
- is confident to speak their mind and challenge positively where appropriate.

Chapter is enriched by the wide mix of skills and perspectives that its members bring and we seek to be as diverse as we possibly can so we are encouraging applicants from non-traditional areas to apply. Appropriate training and support is provided.

Each successful applicant will commit to approximately one day per month, including eight Chapter meetings per year. Appointments are for a period of three years.





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Application Process

- Completed nomination forms to be submitted to the Returning Officer by 29th May 2026
- Nominated candidates to submit a letter of application and CV, to be received by 30th May
- Application and nomination to be reviewed and a short list prepared
- Shortlisted candidates interviewed by Nominations Committee mid June
- Voting (by email or other as appropriate) begins on 23rd June; all listed on the Electoral Roll are entitled to vote
- Election closes on 10th July at midnight
- Results published on website after candidates have been informed

Contact Information

For more information about the role or the application process, please contact ann.carter-gray@southwellminster.org.uk or philip.morris@southwellminster.org.uk

One of our recent events: Luke Jerram's Museum of the Moon at The Southwell Minster, October 2024

