

Treasurer for Reconciliation Initiatives

Introduction

[Reconciliation Initiatives](#) seeks to appoint a new Treasurer, as a trustee of the charity, to work in partnership with the Board of Trustees and the staff. We seek a Treasurer who is enthusiastic about our vision, with suitable financial management skills, who can help the charity maintain its financial probity, and ideally also help with fundraising.

Since its public launch in June 2019, Reconciliation Initiatives has had at its heart a vision to support churches and dioceses in engaging more deeply with their local communities and neighbourhoods, and in contributing to greater reconciliation in society. We offer a route for churches to address the current missional challenge, and move into the future. We see this as therefore about entering into God's work in the world, and enabling the Church to fulfil more of her calling.

Since our launch, the charity has worked with 31 leaders from 10 different Dioceses across England, Wales and Scotland, primarily through a development programme called *Reconciling Mission*. This is designed for Anglican clergy sponsored in groups of four by their diocesan bishop. After an initial residential learning week, programme participants meet online in facilitated small groups for ongoing coaching. This aims to support participants with follow up implementation of their learning, working in collaboration with local lay people. We provide valuable inspiration and accompaniment for the journey, along with gentle accountability. A further 24 leaders from 6 other dioceses are expected to form the third cohort from July 2022.

As a fairly new small charity, we are delighted by what has been achieved to date, under the challenging circumstances of the pandemic, and we look forward to the next stage of our development under the guidance of a new Chair of Trustees, the Ven. Moira Astin.

In future, it is possible that the charity might expand to work in southern and/or eastern Africa, in collaboration with local partners. However, the pandemic has raised questions about how realistic this may be, with a new approach likely to be needed.

The charity has a current budget of £87,000, and employs two part-time staff, an executive director and an administrator, and also works with a group of associates who help deliver residential learning events and ongoing group coaching using an action learning model. The charity works, in several ways, in partnership with Coventry Cathedral, where its office was based until the start of the pandemic. Both of the charity's staff now work fully from home. The charity is joining Coventry Cathedral's Community of the Cross of Nails in March 2022.

The Executive Director is Alastair McKay, who has a long track record of delivering adult learning and development programmes for church leaders. Initially one of the founding trustees, Alastair has been director of Reconciliation Initiatives since May 2019.

This document provides details of the role and of the type of person that we seek, along with some key information about the charity. Please contact our director, using the details at the end, if you would like to express an interest in the role of Treasurer, especially during January and February 2022.

Treasurer for Reconciliation Initiatives

Role Description and Main Responsibilities

Financial Management

- Provide financial reports to the Board of Trustees, in partnership with the Administrator who will produce the necessary documentation, to ensure that the charity maintains sound financial recording and accountability.
- Provide support for the Administrator, who handles all day-to-day financial management and budgeting of the charity, and advise on annual budgeting and on any accounting issues or challenges.
- Ensure, in consultation with the Chair, that the Board fulfils its duties to maintain the sound financial health of the charity, with systems in place to ensure financial accountability, and timely reporting to the Charity Commission.

Relationship-Building

- Maintain a strong and effective working relationship with both the Executive Director and Administrator, as well as with the Chair and fellow trustees.
- Maintain regular contact with the Administrator so that they can speak openly about any financial concerns or problems.

Fundraising

- Ideally, support the staff in developing a realistic fundraising strategy, to maintain the financial viability of the charity; and, also ideally, work with the staff and other trustees to invite potential donors to contribute to the charity's finances.

Governance and Decision-Making

- Contribute to meetings of the Board of Trustees effectively and impartially so that financial decisions are reached by the Board on a well-founded basis.
- Assist the Chair in ensuring that the Trustees fulfil their duties and responsibilities for the effective governance of the charity, in relation to financial management and propriety.

Remuneration: The role of Treasurer is a voluntary position, without financial remuneration. Travel and other essential expenses may be claimed in accordance with the charity's policy for trustees' expenses.

Location: The charity is based in Coventry, where the Administrator lives; the Executive Director lives in London. Trustees' meetings are held either in London or Coventry when in-person; these meetings now typically alternate between online and in-person meetings.

Time commitment: Four Board meetings per year. Additionally, the Treasurer is expected to have about a monthly conversation with the staff. All trustees, including the Treasurer, usually serve a (renewable) three-year term.

Reporting to: The Board of Trustees.

Person Specification

Along with the qualities required of any Trustee of the charity, the right candidate as Treasurer will be a person of solid Christian faith and prayer,

who is:

- Able to listen well, be flexible, and show tact and diplomacy;
- Able to work collaboratively with staff and fellow trustees;
- Able to grasp the details of financial management and book-keeping;
- Able to understand the financial 'big picture' and share this with others; and
- Firmly committed to the charity's objectives;

who will demonstrate:

- Proven experience of financial management and accounting;
- Ideally, previous experience of working as part of a Board of Trustees;
- Understanding of Anglican systems and structures, especially within England; and
- A positive track record over their working life;

and, who has the following:

- Solid inter-personal skills and the ability to build relationships;
- Proven financial management skills, and a good grasp of book-keeping;
- Previous experience of working with an online accountancy package such as Xero, the charity's accounting software;
- Ideally a qualification as an accountant, or other suitable financial credentials;
- Ideally some experience of fundraising; and
- The scope to commit the time needed to conduct the role well, including the time to travel to in-person trustee meetings, overall averaging about 3 hours a month.

Reconciliation Initiatives: Background Information

Charitable Objects

Reconciliation Initiatives (RI) is a registered charity in England, number 1174154. RI was formed as a Charitable Incorporated Organisation in August 2017, and publicly launched in June 2019 at an event held at Lambeth Palace. The objects of the charity are:

To advance the Christian faith and in particular the gospel of redemption and reconciliation for the benefit of the public, by every available means, including, but not exclusively, through:

- a) the provision of training and education in the principles and practices of Christian relationship, community building, peacemaking and reconciliation; and
- b) in furtherance of the above, the provision of advice, consultancy and other services, to Christian church leaders, members and others including, but not limited to, those Christians who are members of churches within the world-wide Anglican Communion.

Reconciling Mission Programme

RI's principal offering at present is a programme entitled *Reconciling Mission*. This was originally intended to be one of two development programmes which formed a wider Anglican Peacemaking Institute (API). The second programme was provisionally entitled *Practical Peacemaking*, and was intended to be offered in southern and eastern Africa. However, the second programme is currently under review, in light of the pandemic.

The *Reconciling Mission* programme is intended as a contribution to helping Anglican churches face today's missional challenges. This recognises that there is a need to respond to social hardship and inequalities, increased since the economic crisis of 2008, and compounded by the ongoing viral pandemic. Added to this are the ongoing environmental issues facing the world, and a heightened awareness of racial injustice. The programme seeks to contribute to the emerging future of the church, in the light of the Covid-19 disruption, while connecting with the enduring five Anglican marks of mission.

The *Reconciling Mission* programme resources participants with a vision for mission as a journey towards greater reconciliation in the world, marked by deep engagement with local communities, drawing on an asset-based community development approach. The programme is offered to Anglican Dioceses in England, Wales, Scotland and Ireland. When participating, the diocesan Bishop and senior staff sponsor a group of four participants, typically experienced parish clergy from their diocese.

The Reconciling Mission programme begins with a week-long residential course of learning which incorporates:

- A dynamic adult learning course, integrating theological reflection;
- Biblical study led by Anglican speakers; and
- Anglican worship, morning and evening.

The residential venue is carefully chosen to facilitate community-building outside the formal sessions. Currently the venue is Launde Abbey in Leicestershire.

The residential course is followed up with on-going coaching for participants over 18 months. They meet together online every couple of months in small groups, using a facilitated action learning process, led by the director or one of RI's associates. This enables participants to keep working at implementing their learning, in collaboration with local lay people. The process provides both support and challenge along the journey, as well as companionship and diverse dialogue partners. In between the action learning groups there are occasional webinars, to provide inspiration and maintain contact; and an annual day conference held at Coventry Cathedral, for the cohort that is mid-way through the programme, and the cohort which has most recently completed the programme.

Ongoing monitoring and evaluation work is being carried out by an independent researcher, Dr Joanna Sadgrove.

The first cohort of the *Reconciling Mission* programme, which began in July 2020, comprises four groups from the dioceses of Coventry, Gloucester, Llandaff, and a cross-diocesan group from the Scottish Episcopal Church. The second cohort, which began in June 2021, comprises four groups from the dioceses of Ely, Hereford, Lichfield and St Asaph. Recruitment for the third cohort starts is nearly finalised, with five groups from the dioceses of Lincoln, Monmouth, Newcastle, Southwark and York, currently confirmed.

Public Webinars

In 2021, RI has piloted a series of [occasional webinars](#) in collaboration with [HeartEdge](#), a network for renewal coordinated by St Martin-in-the-Fields. Once a year one of these webinars is also co-sponsored by Coventry Cathedral. Further webinars are planned for 2022, typically once a quarter.

Staff and Associates

RI employs two part-time staff: an Administrator, Debbie Niblett, who lives in Coventry; and an Executive Director, Alastair McKay, who lives in London. Alastair has a long track record of delivering adult learning and development programmes for church leaders. Previously he headed up [Bridge Builders](#) for nearly 20 years, until ordination in the Church of England in 2015. He is author of the book, [Bridgebuilding](#); and he is licensed as a self-supporting minister in the Diocese of London.

In addition, RI works with a group of [associates](#) who currently include:

- Barbara Macnish, an independent coach, mediator and facilitator;
- Lia Shimada, a mediator and community practitioner;
- Liz Holdsworth, an independent facilitator and a programme leader in York Diocese;
- Al Barrett, rector of Hodge Hill Church, an Anglican-URC partnership in east Birmingham, and co-author of [Being Interrupted](#); and
- Paul Wright, a community animator with the Open Door Community Foundation in east Birmingham.

The *Reconciling Mission* residential learning week also includes visiting speakers.

Trustees

The current [Board of Trustees](#) for RI comprises:

Ven. **Moira Astin** (Chair), Archdeacon of Reigate in Southwark Diocese, and a tutor in Church History for St Augustine's College

Rev'd **Karen West**, a curate in the Diocese of Winchester, and a recently retired independent consultant with extensive experience in learning and development.

Mr **Mark Simmons**, Lead Parish Giving Advisor in the Diocese of Hereford, and chair of the UK and Ireland board of the Community of the Cross of Nails.

Ven. **Tricia Hillas**, Chaplain to the Speaker of the House of Commons, and a Canon of Westminster Abbey.

The Trustees are currently in the process of recruiting at least one additional Trustee, in addition to the search for a new Treasurer to succeed Iain Nettleton, who stepped down at the end of 2021.

This is a group of committed Trustees who bring a range of experience and interests, and who enjoy contributing to the discussions in trustees' meetings.

Finances

The charity's operating budget for 2021 is £71,000, with a projected budget for 2022 of £87,000, depending on the final size of the *Reconciling Mission* third cohort.

The finances of the charity are in a healthy state, with a current account balance of £30,000 and reserves of £130,000 in a savings account. In these early stages of its development, the charity has primarily been supported by donations from private individuals who have shared the vision for the charity, and by grants from a couple of grant-giving trusts.

Expressing an Interest in the Treasurer Role

If you would like to express an interest in the Treasurer role with RI, please contact our director, Alastair McKay, at director@reconciliation-initiatives.org, or text him on +44 (0)7999 492511 to arrange a time to speak. We especially welcome contact in January or February 2022.

After an initial conversation with the Executive Director and Administrator, the next step would be an online conversation with the Chair of Trustees, before a recommendation is made to the full Board. The hope is to have a new Treasurer in place before Easter 2022.

Document date: 6 January 2022