

Fabric Advisory Committee Member

Role Profile





Introduction from The Dean

Thank you for your interest in becoming a member of the Fabric Advisory at Canterbury Cathedral. This is a voluntary position.

I was installed as Dean on 17 December 2022. It is a great joy and privilege to serve Canterbury Cathedral as Dean, but this also comes with challenges and hard work ahead of us. During 2024, the Chapter drew together a new Strategic Plan to see the Cathedral's mission and ministry expand and develop over the next ten years. 2024 also saw Canterbury Cathedral become a formally registered charity with the Charity Commission. This comes through implementation of the Cathedrals Measure of 2021, which sees all cathedrals adopting new governance models, including new Constitution and Statutes, and becoming registered charities.



The Cathedral has a team of nearly 600 volunteers, staff, and clergy as well as our worshipping congregations: local, regional, and international. You will play a part in ensuring the long-term sustainability not only of one of the truly great buildings of our nation, but also to a centre of Christian spirituality, worship, and heritage spanning over a thousand years.

This is a significant time for the Cathedral as we work with a new understanding of human connectedness and need for kindness and care, of digital opportunities, and of the pressing need for action in the face of climate emergency. We want Canterbury Cathedral to be fully inclusive, offering warm hospitality to all our visitors from across the world. With such an expansive vision, we also realise the need for sound and embedded practices open to critique to more external friends, and who also can help us shape our work further bringing to us insights from other contexts or experiences where safeguarding is also crucial.

So, whilst ensuring the best stewardship of our historic resources and due compliance with the Care of Cathedrals' Measure, I also want to emphasize the need for the work of the FAC to support the Christian mission and ministry to visitors, pilgrims and worshippers. Often this requires great care and imagination and the preparedness to translate the expertise of the FAC to the practical operational and spiritual realities of a cathedral community.

The FAC is not charged with concerns over funding and resources, but we need our committees to be both aspirational and realistic. The cathedral's funding is challenging and constrained as our East Kent social context shows and as the wider context of fundraising and philanthropy is radically changing. Marvellous solutions which cannot be afforded would be futile.

We hope that, like us, you will be inspired by both the extraordinarily rich contemporary life and the heritage of this place and will want to join a great Cathedral team.

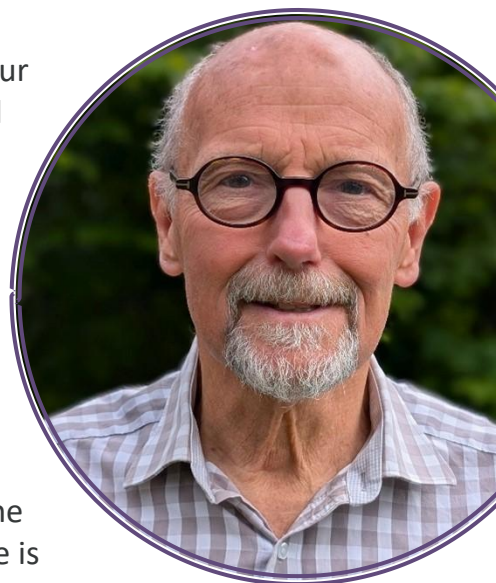
David Monteith, Dean of Canterbury

Introduction from the Chair of the Fabric Advisory Committee, Richard Halsey

Although part of the Church of England's statutory planning system, our core function is to positively advise and support those working on and around this internationally known cathedral.

We bring our own experience and knowledge to guide those making sometimes difficult choices, aiming to ensure this suite of historic buildings can continue to be used and enjoyed by all. Our meetings are preceded by visits to the areas under discussion with the Surveyor and the Works team and once a year we have an evening session the day before to look harder at a topic, most recently the emerging masterplan.

Canterbury is a busy place and there is no shortage of FAC work but the reward of contributing to the care and maintenance of this great place is immense. Please apply to join us if you have the skills we need.





About Canterbury Cathedral

Founded by St Augustine in 597 AD, Canterbury Cathedral is a unique place of workshop, a major pilgrimage destination, a masterpiece of art and architecture, and one of the UK's most-visited historic sites.

It is the Mother Church of the worldwide Anglican Communion, seat of the Archbishop of Canterbury, UNESCO World Heritage Site, and resting place of royalty and saints.

Primarily this is a place of Christian community, worship and witness. We believe that God's saving love has been revealed to us in the life, death, resurrection and ascension of Jesus of Nazareth.

Every stone and stained-glass window is shaped to give glory to Christ whose name is given to this metropolitan cathedral church. St Augustine was sent here by Pope Gregory the Great as a Christian missionary in 597. He discovered indigenous Christians and worked with them to establish a larger Christian community. In time this became the principal seat of the Archbishop of Canterbury who leads the Church of England and the worldwide Anglican Communion.

Here our stories of church and state intersect. This includes the martyrdom of Archbishop Thomas Becket on 29 December 1170. He was canonised as St Thomas of Canterbury. Canterbury was already a site of pilgrimage, but St Thomas' shrine elevated it to one of the most important in medieval Christendom. Subsequent centuries offer layer after layer making a rich story to discover. We sense this in the majesty of our crypt, and as our imagination is fired walking around our gardens, ruins and cloisters.

Today, our community is drawn from local people and Christians from across the Diocese of Canterbury and the Anglican Communion, from visitors and tourists, from refugees and those cut off from society through exclusion as well as thousands who join us online for worship. Here we are drawn together in a pilgrimage of faith. Like medieval pilgrims to Canterbury, we find it to be a place of miracle and transformation where we encounter the presence of Jesus Christ.

The Fabric Advisory Committee

The purpose, functions and responsibilities of the Fabric Advisory Committee (the “Committee”) are defined by the Care of Cathedrals Measure 2011. The Committee is responsible to the Cathedrals Fabric Commission for England (CFCE) for the care, conservation and development of the cathedral and forms part of the planning for the Grade 1 listed building and its immediate precinct. It considers and determines any application made to it in accordance with the provisions of the Measure by the Chapter of the cathedral except those reserved to the Commission.

The Committee is responsible for:

1. Giving advice to the Chapter on the care, conservation, repair and development of the cathedral, any buildings or archaeological remains within its precinct, the landscape and environment in which the cathedral is situated, and any objects of interest owned by the Chapter or in its custody or possession.
2. Considering and determining applications for approval of specific works within the cathedral, as defined by the Care of Cathedrals Measure.
3. Compiling and maintaining an accurate inventory of the cathedral’s items of historical, archaeological architectural, or artistic significance.

Role Purpose:

As a member of the Fabric Advisory Committee, appointees will, as appropriate, provide determination on applications and advise the cathedral Chapter (the governing body of a cathedral) in line with the statutory responsibility of the Committee under the Care of Cathedrals Measure, remaining true to the values of the cathedral and its role as a living place of worship.

Values and behaviors:

Compassion

- We offer a hand of support and welcome to others.
- We make time to listen and care for those around us; treating all with respect and courtesy.
- We take responsibility for noticing those around us who are struggling.
- We recognise our limitations and encourage others to build a community of compassion.

Collaboration

- We ask “who else could be involved?”
- We encourage new and imaginative ideas, and willingly explore different approaches.
- We question which voices are not being heard, and seek to listen to all.
- We seek solutions, and deal responsibly with difficulties and misunderstandings.

Commitment

- We are loyal to each other through good times and bad.
- We seek to follow through our words with deeds, and deliver our promises.
- We approach our life together with dedication, fun and joy.

- We recognise our ambassadorial role for Canterbury Cathedral.

Curiosity

- We are interested and engaged in different ideas and perspectives, and are willing to bring new and challenging ideas to the table.
- We keep an open mind to create a safe space in which we succeed and fail.
- We seek to grow individually and together, to explore new ideas and tackle complex problems.
- We seek the views of others; and give and receive feedback constructively.

Our Code of Conduct and Culture and Behavioral Framework is available on request.

Duties and Responsibilities:

- To play an active role as a member of a cathedral Fabric Advisory Committee by reviewing papers, attending arranged meetings and site visits.
- To work within the Care of Cathedrals Measure in providing determination on applications made to the FAC, balancing heritage significance with public benefits and the missional role of the cathedral.
- To offer expert advice via the Committee to Chapter, based on professional experience, practice and standing.
- To offer pragmatic support and guidance to lay staff as they find sustainable solutions to complex fabric and collections related issues.
- To enable Chapter's retained advisors, the Cathedral Architect and Cathedral Archaeologist, to find solutions as they develop methodologies and conduct research studies.

Relationships and Communication

- To liaise closely with the cathedral administrator (the senior officer of the cathedral) on specific matters where the cathedral may wish to call on specific expertise.
- To work alongside other members of the Committee, respecting their professional expertise and standing.
- To recognise and praise good practice.
- To remain mindful of archaeological, architectural and resource issues, to support Chapter and its retained experts to find solutions to complex and inter-related issues that are fitting for the needs of a living cathedral.

More information outlining the relevant sections of the Care of Cathedrals Measure 2011 as it relates to the role is available here: [Microsoft Word - CCM FAC Extracts](#). This is the legal framework under which FACs operate.

Person Specification

We are interested to hear from candidates who have good experience and knowledge in any of the following areas: stained glass – history, theory and practice; historic building conservation; and accessibility in historic buildings background, and can meet the following person specification.

Support the Christian mission and ministry to visitors, pilgrims and worshippers.
Substantial experience of taking an advisory role in a complex organisation.
Knowledge and experience of working in a heritage, listed building, arts, visitor attraction or cathedral environment, or in another specialism relevant to the life of the Cathedral.
Ability to think laterally and creatively to find solutions to problems while able to maintain focus on the big picture.
Good communication and influencing skills.
Ability to contribute at strategic level and offer constructive challenge through influencing.
Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a committee member.
A strong personal commitment to equality, diversity and inclusion.
Enthusiasm for our vision and strategy.
Willingness to act according to the Cathedral's values.
CFCE nominees should have special knowledge of the care and maintenance of outstanding historic buildings and an interest in the Cathedral itself.
An ability to work effectively and collaboratively as a member of a team and to shape, drive, scrutinise and monitor decisions
Experience of participating fully in discussions and meetings.
An ability to identify and manage conflicts of interest.

Further information about the role

We ask that you:

- Attend committee meetings in person with facilities to attend the occasional meeting remotely (at least three per year)
- Outside of Fabric Advisory Committee meetings, Cathedral staff may seek to consult with the Fabric Advisory Committee Members on specific matters, often via email.
- Serve a five-year term, after which members may be re-appointed.
- Be in sympathy with the aims and objectives of Canterbury Cathedral.

Our Commitment to Equality, Diversity and Inclusion

Useful documents

The following documents are available on request:

- The Cathedral's Strategic Plan
- The Cathedral's Annual Report and Financial Statements to March 2024.
- Policy on Employing People with a Criminal Record
- Care of Cathedrals Measure 2011

How to apply and timetable

If you are interested in this exciting opportunity, you are invited to apply in writing, enclosing an up-to-date CV and covering letter explaining your background, why you are interested in the role and what you feel you can contribute to the Cathedral at this time. Please send these to Lisa Batchelor, Executive Support Officer, via executivesupportoffice@canterbury-cathedral.org. To arrange a conversation with Dean David or Kathryn Beldon, Receiver General please contact executivesupportoffice@canterbury-cathedral.org or 01227 762862. We will of course respect the privacy of any conversations or expressions of interest.

The closing date for applications is 24 November 2025.

Shortlisted candidates will be invited to a selection event at Canterbury Cathedral on 15 December 2025.

If invited to interview, you will be asked to complete a short application form.

Canterbury Cathedral is committed to the principles and processes of safer recruitment, equality, and diversity.

We are committed to increasing diversity and inclusion within our Committees. We welcome applications from anyone regardless of disability, ethnicity, heritage, gender, sexuality, social economic background or other difference.

We are committed to inclusive working practices; and during the application process we commit to:

- Paying for care and childcare whilst you are attending an interview.
- Paying for your travel costs to the office and back for interviews if they are held in person.
- Making any reasonable adjustments – for example ensuring we have sign language interpreters organised in advance if you would like them.
- Providing this document in a Word document format readily available to download.
- Offering a first stage interview to disabled applicants who meet the minimum criteria for the role.

If there is anything you are concerned about or think we could provide, please let us know.

The successful candidate for this role will be required to have a basic DBS check, Fit and Proper Persons Check, and appropriate Church of England safeguarding training. Your personal information will be processed in accordance with GDPR.

Due Diligence

Given the nature of this role, it is important that those appointed to serve on the Committee maintain the confidence of Chapter and the public. If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause public confidence in the appointment to be jeopardised, it is important that you bring them to the attention of the Chair of the Recruitment Panel and provide details of the issue(s) in your application. In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media.

Expenses

These are volunteer appointments and not remunerated, although all agreed travel costs and related expenses will be reimbursed in line with our Expenses Policy.





Canterbury Cathedral

Inspiring life in all its fullness

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