



DIOCESE of
WINCHESTER

RACIAL JUSTICE ADVISER

Job Description

Context

Diversity is at the very heart of God – the Bible shows us that we must strive to create a community of difference held together by love. Scripture states that human beings are created in the image of God, indicating a primary call to treat one another with dignity and worth.

Social structures, history and culture have highlighted how racism operates in a system of power and results in racial inequities across all indicators for success. It is in this context we, as the Church of England nationally and the Diocese of Winchester locally, have committed ourselves through open and honest conversations to work together to shift power to advance transformative and equitable change to our culture by addressing under-representation. Read more here: [Behind the Stained-Glass | The Church of England](#)

Our diocesan Racial Justice Group seeks to provide strategic oversight and act as a steering group that supports the diocese in becoming a 'racially just' diocese at all levels and stages. The Church of England is determined to scrutinise its own structures and practices to eliminate racial injustice. By fully integrating racial justice into operational and decision-making processes we aim to hold people and structures to account and build leadership and representation that fully reflects the diversity found in the region and the Church to achieve equality of access, opportunity and outcome undergirded by Christian prayer for justice (Amos 5:24) and fairness (Acts 10:34-35).

Responsible to: Assistant Diocesan Secretary (Parish Support)

Main Purpose: The Racial Justice Adviser will be responsible for overseeing, coordinating and working with others to implement the diocesan Racial Justice Strategy from a diocesan to parish level, seeking to identify and address racial disparities. They will work with all diocesan teams to consider existing policies, guidelines and processes and to ensure these are all overtly anti-racist.

Hours: 5 days per week to be worked across Monday to Sunday

Salary: Spine Point 14 £44,427 per annum

Terms: 3-year fixed term

Responsibilities and Purpose

1. To seek to implement our diocesan Racial Justice Strategy across the Diocese:

1.1 Work collaboratively with our Bishop's Staff Team and Heads of Departments; providing guidance and information to support their leadership; ensuring that Christian racial justice is a thread that runs through all diocesan channels. Provide regular evaluations and updates on all racial justice work. Attend other diocesan committees and boards as required.

1.2 Lead, support and challenge the Winchester Diocesan Board of Finance (WDBF) regarding racial justice by working collaboratively with other diocesan teams to ensure that goals and objectives from our diocesan Racial Justice Strategy are incorporated in all diocesan policies, guidelines, processes and operations. Continually seek to identify gaps and learnings that can be used to develop our diocesan policies and operations. Assist with building a data resource at a diocesan level by working with the HR team. Provide regular evaluations, reviews and analyses. Provide content for Christian publications and media, and respond to requests of information and incoming communications, where needed, advise on improving diversity of diocesan communications to ensure that those from a Global Majority Heritage (GMH) background see themselves in diocesan messaging.

1.3 Seek to implement on a diocesan level the recommendations of *'From Lament to Action'*. Liaise with the national church to provide diocesan data and learning; and deliver national programmes locally. Act as our diocesan liaison on matters relating to improving Racial Equity work and practice with the national Church of England Racial Justice Unit. Be current at all times with external developments and progress in racial justice matters. This would require attendance at national and local networking events and conferences.

1.4 Work with our diocesan Vacancy Process (Christian recruitment and appointment process for parochial clergy) engaging with our parishes when they are in vacancy and alongside the bishops and archdeacons. In the early stages work with our parishes as they draw together their hopes for their new incumbent.

2. Alongside senior leadership, continue to develop our diocesan Racial Justice Group, including:

2.1 Monitor and update our diocesan Racial Justice Strategy to ensure targets are met within agreed timelines. Report on progress to Diocesan Synod every 12 months. Seek to update the strategy on a bi-annual basis, measuring against achievements made.

2.2 Alongside the Chair and Project Co-ordinator, arrange and oversee the preparation of documentation and agendas for the Racial Justice Group meetings, validating minutes of meetings and ensuring all documentation is distributed to all relevant parties.

2.3 Seek out, select and orient new Racial Justice Group members, with an awareness of the need to recruit from people of GMH backgrounds within our diocesan church membership.

2.4 With the Group, develop a transparent complaints procedure to support those from a GMH background when things go wrong.

2.5 Develop a Racial Justice Forum into a support network for GMH clergy and laity within the diocese. Raise the profile of the forum, and encourage them to advocate for others.

2.5 Seek to use Racial Justice Forum members to reverse-mentor senior leadership and incumbents.

3. Develop and deliver support to our clergy and parishes:

3.1 Source or develop (and deliver) Christian anti-racism training in collaboration with the HR team and the Mission and Ministry team – for staff and volunteers, lay and ordained across the diocese.

3.2 Preach and teach on racial justice from a Christian perspective.

3.3 Be visible and accessible to people from GMH backgrounds among our diocesan congregations and engage with the wider diocesan communities.

3.4 Create support network for our GMH clergy and laity.

3.5 Create a mentoring programme for those with from a GMH background to support each other.

3.6 Engage with our parishes and work with them in their contexts, for example around parish appointments.

3.7 Identify and seek opportunities to acknowledge lived experiences.

3.8 Encourage the contributions and input of Christian communities and engagement through conversations, surveys, forums, focus groups, interviews and participatory research.

4. To undertake other tasks as may reasonably be required by the Diocesan Secretary.

5. Key Relationships: Bishop of Winchester / Bishop's Staff Team
Project Co-ordinator
Racial Justice Group / Forum / Network
Diocesan Heads of Departments
Clergy and PCCs

Person specification

Education and qualifications

Graduate or equivalent level of education with relevant professional qualification or equivalent level of experience. Evidence of CPD desirable.

It will be a requirement of the appointment that Safeguarding Training to Leadership level is completed along with:

- a. Equality and Diversity and related modules.
- b. GDPR
- c. Fire Safety Awareness
- d. DSE for Home workers/office workers
- e. First Aid refreshers
- f. Office Health and Safety

Background and Experience

Extensive knowledge of Equality and Diversity in terms of subject, law and best practice, in particular, knowledge and interest in Racial Justice and what that means in a Church context.

A good understanding of the Archbishop's Anti-Racism Taskforce report, From Lament to Action, as well as the Archbishops' Commission for Racial Justice report – Behind the Stained-Glass.

Experience of analysing policies, procedures, guidance and operations, as well as, communications, in order to challenge and bring about change through articulating the why and how.

Experience and enjoyment of working successfully in multi-disciplinary teams.

Experience of confidently working with a wide range of stakeholders, to network and build informal relationships with a range of people.

Skills and Competencies

A team player with a collaborative and open working style. Able to work under pressure, flexible in attitude, highly organised and able to work to deadlines.

Ability to prioritise under pressure.

Flexible in working relationships, comfortable with some ambiguity and able to see projects and tasks to completion.

Able to relate well at all levels, a strong, compelling communicator, able to build positive professional relationships.

Excellent written and verbal communication, understanding appropriate communications styles for each audience and being able to communicate complex information to a range of audiences.

Intermediate level of proficiency with various software programmes, including but not limited to Microsoft Office.

Other

A proven ability to maintain the highest standards of confidentiality and work sensitively.

Current driving license and access to a vehicle.

An understanding of and a commitment in principle to the Church's ministry and mission is essential. Sympathy with the aims and mission of the Church of England is desirable.

An understanding of other Christian denominations and non-Christian faiths is desirable.

NOTES

The following general principles should be noted:

- a. This role will be based at The Diocesan Office, Old Alresford Place, Old Alresford SO24 9DH. It is anticipated that some home working may be available/necessary.
- b. The role is offered on a fixed term basis of 3 years and is subject to a probationary period of 6 months.
- c. The post holder will also be required to travel about the Diocese, sometimes outside usual business hours and to remote locations; having access to one's own transport will be essential. The role holder must hold appropriate business use car insurance.
- d. An Occupational Requirement exists for the post-holder to be a practicing Christian in accordance with the Equality Act 2010.
- e. If the successful candidate is an Ordained Minister in the Church of England, a License or Permission from the Bishop will be sought. It will therefore be necessary offer the role on the basis of a satisfactory Enhanced DBS report and satisfactory CCSL.
- f. The post-holder may need to be willing to be Commissioned by the bishop if they have no other formal licensing or authorisation.
- g. The role requires the post holder to work 5 days a week across a 7-day week, as there is an expectation that the role holder will be invited to parishes to preach/talk on the importance of Racial Justice.
- h. Evening and weekend work will be considered part of the contracted hours. The role requires a flexible approach to working hours where working times vary according to the

needs of the work including some evening and weekend work. The post holder will manage their own hours in accordance with the Working Time Directive through discussion with their line manager. Support in applying the WTD is available.

- i. The role is offered on the basis of the post holder having a right to work in the UK.
- j. The employer will be The Winchester Diocesan Board of Finance. As such the role is under the leadership of the Diocesan Secretary & Chief Operating Officer. WDBF policies and procedures are directly applicable to the role. WDBF Employee Terms and Conditions apply.

This job description and person specification is not an exhaustive list of tasks and responsibilities

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JT & SMB Agreed 28 Feb 2025