



# Racial Justice Development Officer Diocese of Newcastle



Diocese of Newcastle

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Newcastle Diocesan Board of Finance. A Company Limited by Guarantee and a Registered Charity.

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# Racial Justice Development Officer

18.75 hrs a week (2.5 days) which may be worked with some flexibly by agreement

£16,163 per annum (fte £32,326)

The post is subject to a six-month probationary period.

## Purpose Statement:

Newcastle Diocese seeks to be a leading example in the way it conducts itself in the systematic treatment of all people. This is part of the diocesan response to world-wide events and acknowledging the challenges our sisters and brothers of UK Minority Ethnic / Global Majority Heritage (UKME/GMH) backgrounds have faced historically and still face currently on a daily basis.

## Nature and Scope:

As a diocese we are being called by God to turn outwards in mission and grow younger and more diverse: youthful in scope, mindful of the realities of our diverse contexts, and thinking beyond the congregations we see now. We have a vision to be seeking, sharing and sending. **Seeking** through being open to God's transforming love; **sharing** through being generous with God's transforming gifts; **sending** through being engaged in God's transforming work in the world. It is our hope and prayer that this role takes an instrumental place in bringing about cultural, structural and strategic shifts to help us combat racism in the Diocese of Newcastle and our communities at large, and enables us to live out the [Fourth Mark of Mission](#): *To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation.*

## About the Diocese of Newcastle

The Diocese of Newcastle is the Church of England's most northerly diocese. Formed in 1882 the Diocese covered an area almost equivalent to the then County of Northumberland. With 169 parishes across 2,110 square miles the Diocese covers the local authorities of Northumberland, Newcastle, North Tyneside and also small parts of County Durham and Cumbria.

Under the episcopal leadership of our diocesan bishop, the Rt Revd Dr Helen-Ann Hartley and the suffragan Bishop of Berwick, the Rt Revd Mark Wroe we are resourced by two Archdeacons, and a team of lay and ordained officers who support the development of

seeking ◦ sharing ◦ sending

mission and ministry across the Diocese of Newcastle. Our Cathedral, under the leadership of The Very Revd Lee Batson, is a vibrant place of significance and worship.

There are 12 deaneries within 2 archdeaconries (Lindisfarne and Northumberland) which serve a population of 831,600 people across a variety of communities ranging from sparse rural to market towns, suburban and larger inner-city areas. We have a current cohort of 107 stipendiary clergy (office holders) as well as 26 self-supporting clergy and 43 Readers alongside a number of chaplaincies, pioneers, and new and emerging worshipping communities.

A small administration team is based at Church House, North Shields. Church House is also the base for the Joint Education Team and Joint Communications Team (both serving the Dioceses of Durham and Newcastle), the Lindisfarne College of Theology and a well-stocked Religious Resources Centre.

## Location

This post will be located at: Church House, St John's Terrace, North Shields NE29 6HS

<b>Main purpose</b>	Newcastle Diocese seeks to be a leading example in the way it conducts itself in the systematic treatment of all people. This is part of the diocesan response to world-wide events and acknowledging the challenges our sisters and brothers of UK Minority Ethnic / Global Majority Heritage (UKME/GMH) backgrounds have faced historically and still face currently on a daily basis.
<b>As Racial Justice Officer main duties</b>	<ul style="list-style-type: none"> <li>• To work with the Director of Mission and Ministry and the Mission and Ministry Team to help promote racial justice and create a positive environment towards ethnic diversity in the diocese.</li> <li>• To play a lead role in developing, implementing and reviewing the Racial Justice Recommendations of Diocesan Synod, working with the Racial Justice Task Group.</li> <li>• To support the diocesan Racial Justice Task Group and keep minutes of meetings, and draft relevant reports on findings and statistics to contribute to the task group's development of further strategic plans.</li> <li>• To liaise with the Joint Education Team and the Youth and Children's Team around strategies and interventions for growing younger and more diverse.</li> <li>• To be the focal contact for internal and external individuals and agencies on racism, ethnic diversity and inclusion.</li> <li>• To represent the Diocese at external meetings related to racism, ethnic diversity and inclusion.</li> <li>• To provide advice and support to Bishop's Staff, the Mission and Ministry Team, and clergy and lay leaders in the diocese on issues related to racism, ethnic diversity and inclusion.</li> <li>• To contribute towards the development and understanding of diocesan employees, office holders, members of PCCs and wider community on racism, ethnic diversity and inclusion.</li> <li>• To help ensure good standards on ethnic diversity and inclusion are met and maintained in diocesan policies and recruitment.</li> </ul>
<b>Key Relationships</b>	<ul style="list-style-type: none"> <li>• Director of Mission and Ministry, Bishops, Dean, Archdeacons, Diocesan Secretary.</li> <li>• Racial Justice Task Group</li> <li>• Mission and Ministry Team</li> <li>• Joint Education Team</li> <li>• Diocesan Safeguarding Director and Safeguarding Team</li> <li>• Communications Team</li> </ul>

Key Criteria	Essential
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>• Educated to degree level or equivalent.</li> </ul>
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Demonstrated experience of communicating and promoting racial equality and inclusion in the workplace.</li> <li>• Experience of enabling organisational change and embedding these changes firmly in an organisation, either on a small or large scale.</li> </ul>
<b>Personal Competencies</b>	<ul style="list-style-type: none"> <li>• A desire to serve the church in the Diocese of Newcastle and passionate about enabling cultural change.</li> <li>• Excellent interpersonal skills.</li> <li>• Excellent communicator with highly developed oral, written and presentation skills.</li> <li>• Ability to handle sensitive situations with tact and diplomacy and maintain confidentiality.</li> <li>• Strong influencing skills, with the ability to bring order to complex situations and find innovative ways of solving or pre-empting problems.</li> <li>• Practical attitude with a strong record of organisational skills and self-motivation in the workplace.</li> <li>• Ability to think strategically and act pragmatically; able to produce plans and deliver results without losing sight of the strategic context.</li> <li>• Collaborative and diplomatic, with experience of building effective and successful relationships with internal and external stakeholders.</li> <li>• Good IT skills, particularly MS Office.</li> <li>• Willing and able to travel across the diocese for business purposes.</li> </ul>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Understanding of the organisational structure, breadth and dynamics of Diocese of Newcastle and the wider Church of England.</li> <li>• Clean driving licence, access to a private car with business insurance for travel for business purposes.</li> </ul>

## Reporting Structure:

The line management relationship is with the Director of Mission and Ministry and the post-holder will be a member of the Mission and Ministry Team. The post-holder will support the Racial Justice Task Group in reporting to Diocesan Synod and Bishop's Council.

## Diversity:

This role is open to a lay or ordained person. We are committed to building a diverse and inclusive workplace and encourage applications from all backgrounds, particularly those from UK Minority Ethnic / Global Majority Heritage (UKME/GMH) background who are currently underrepresented.

We understand the benefits of employing individuals from a range of backgrounds, with diverse cultures and talents. We aim to create a workforce that:

- values difference in others and respects the dignity and worth of each individual;
- reflects the diversity of the nation that the Church of England exists to serve;
- fosters a climate of creativity, tolerance and diversity that will help all staff to develop to their full potential.

We are committed to being an equal opportunities employer and ensuring that all employees, job applicants, customers and other persons with whom we deal are treated fairly and are not subjected to discrimination. We want to ensure that we not only observe the relevant legislation but also do whatever is necessary to provide genuine equality of opportunity. We expect all of our employees to be treated and to treat others with respect. Our aim is to provide a working environment free from harassment, intimidation, or discrimination in any form which may affect the dignity of the individual.

## Standards of Behaviour and Conduct:

Employees are expected to act at all times with due consideration for others and in a manner befitting their position as employees of the Church and as professionals, whatever their job.

## **Health and Safety Responsibilities:**

The Newcastle Diocesan Board of Finance takes Health and Safety at work very seriously and require their employees to familiarise themselves with, and follow, their policy.

## **Closing date for applications – 11<sup>th</sup> June 2025**

For further information and to apply for this post please click [here](#)

To arrange an informal conversation about the role please contact Ruth O'Hagan email: [r.ohagan@newcastle.anglican.org](mailto:r.ohagan@newcastle.anglican.org)

**Interview date** –27<sup>th</sup> June 2025 at Newcastle Diocesan Board of Finance Offices.