

## Chair of Bristol Diocesan Board of Finance (BDBF)

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**Job Title:** Chair of the Diocesan Board of Finance

**Location:** Bristol Diocese

**Reports To:** Bishop of Bristol and the Board of Directors

**Term:** Three years (BDBF AGM in 2025 – BDBF AGM in 2028)

### **Role Overview:**

The Chair of the Bristol Diocesan Board of Finance (BDBF) is a key leadership position responsible for providing strategic oversight for the financial management and operations of the Diocese. The Chair is an ex-officio member of various committees and assumes a pivotal role in ensuring smooth governance and decision-making.

### **Key Responsibilities:**

Serve as Chair of the following committees/meetings:

- General Meeting of the BDBF
- Board of Directors
- Finance

Serve as an ex-officio member of the following committees:

- Bishop's Council and Diocesan Mission and Pastoral
- Audit and Risk Committee
- Agenda

Represent the BDBF at meetings and events as required, contributing to the development and implementation of the Diocese's financial strategies.

Maintaining strong relationships with key stakeholders, including diocesan leadership, clergy, and external partners.

### **Time commitment**

The Chair volunteers approximately fifty-four hours per year, four and a half hours per month.

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**Emma Bakewell, Head of Governance, Governance Support Team**

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**Eligibility Criteria:**

- Must be a current member of the Bristol Diocesan Board of Finance (BDBF).
- Must be proposed and seconded by two members of the BDBF.

**Desired Skills and Experience:**

- **Financial Expertise:** A strong knowledge and experience in finance and accounts, ideally within a charity or nonprofit context.
- **Committee Leadership:** Proven experience in chairing committees and leading group discussions effectively.
- **Understanding of the Church of England:** A broad understanding of the structure, ethos, and operational workings of the Church of England, with a commitment to its mission.
- **Leadership and Communication:** Strong leadership skills with the ability to communicate effectively with diverse stakeholders at all levels.
- **Strategic Thinking:** Ability to contribute to long-term planning and decision-making for the financial and strategic direction of the Diocese.

**Key Attributes:**

- Collaborative and diplomatic approach to working with others.
- Strong organisational and time-management skills.
- A commitment to the values and mission of the Church of England.