



THE ARCHDIOCESE *of* BIRMINGHAM

Lead Trustee for Property



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Trustee and Chair of Property Sub Committee

The Trustees of the Birmingham Diocesan Trust are seeking to appoint a skilled and committed Catholic volunteer to serve as Lead Trustee for Property and Chair of the Property Sub-committee. This is a significant stewardship role, supporting the Archdiocese in ensuring its extensive property portfolio is managed effectively, responsibly, and in alignment with the mission of the Church.

Role at a glance

The Property Sub-committee exists to advise, scrutinise, and report to the Board of Trustees on all matters relating to the diocesan estate. This includes oversight of property strategy, compliance, acquisitions and disposals, leases, capital projects, and long-term planning across parishes, schools, and diocesan sites.

Both the Property Sub-Committee and the Board of Trustees meet four times a year either virtually or in-person, usually at Cathedral House, St Chad's Queensway, Birmingham.

We are looking for a Chair to lead and inspire who brings:

- Extensive professional experience in property, estates, construction, development, surveying, or a related field.
- Experience of operating at a strategic leadership level.
- Strong understanding of governance, regulatory frameworks, and risk management.
- A commitment to supporting the Church's mission and who shares our values and vision as well as our passion and commitment to those we support.

The Trustee Board operates in a faith-led environment, adhering to the Archdiocesan vision statement:

*We are called to be a Catholic diocese which is:
faithful to the mission entrusted to us by Jesus Christ
full of missionary disciples who work together co-responsibly
in vibrant communities of faith,
joyful in their service of God and neighbour.*

This is a voluntary role; reasonable out-of-pocket expenses will be reimbursed.



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The Trustees and Curial team will provide:

- A comprehensive induction.
- Ongoing support from senior staff including the Chief Operating Officer and Head of Property.
- Professional guidance and administrative support.

You will join a dedicated and friendly Board comprising clergy and lay experts who work collaboratively to support the life and mission of the Archdiocese.

The Birmingham Diocesan Trust implements *Safer Recruitment* practices as an important part of safeguarding and protecting children and adults. The role will be subject to two satisfactory references and Disclosure and Barring Service Checks are applied as relevant to each role.

For more background on the Archdiocese of Birmingham you may wish to visit the website www.birminghamdiocese.org.uk and particularly the Property section [Property resources | Birmingham Diocesan Trust](#)

For an informal discussion about the role please contact Toni Guest, Head of Property, via email toni.guest@rcaob.org.uk or call 0121 230 6221.

About the role

Strategic Leadership

- Provide strategic oversight of the diocesan property portfolio.
- Shape and support the long-term property vision, ensuring assets are used effectively, safely, and sustainably.
- Review and scrutinise professional advice, financial appraisals, risk assessments, and legal documentation.
- Ensure property-related decisions support mission, value for money, and long-term financial sustainability.
- Lead the Property Sub-committee, ensuring good governance and effective reporting to the Trustee Board.



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Governance, Compliance and Best Practice

- Retain oversight of compliance with charity law, canon law, property legislation, and regulatory requirements.
- Support development and review of property strategies, policies, and procedures.
- Promote responsible stewardship and transparent decision-making.
- Champion safe, compliant, accessible, and well-managed buildings across the Archdiocese.

Mission-Focused Stewardship

- Ensure property assets support evangelisation, parish vitality, formation, and social outreach.
- Balance innovation with responsible risk management.
- Contribute to building a culture of discipleship, co-responsibility, and Gospel-centred service.

The Birmingham Diocesan Trust

The Catholic Archdiocese of Birmingham extends from Stoke in the North to the Thames in the South.

It includes seven cities and five counties; an area with over five million people.

It serves the Catholic population through a network of 217 parishes and some 240 schools.

There are some 150 active and 60 retired priests, and some 80 deacons.

The **Birmingham Diocesan Trust** is a registered charity established and operated for charitable purposes, primarily the furtherance of the Roman Catholic faith.