



# The Highbury Centre Chair and Trustees

**Candidate Pack**  
**January 2026**



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THE  
HIGBURY  
CENTRE





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# 1

## Introduction



Thank you for your interest in becoming a trustee of The Highbury Centre. It means a great deal to us that you're considering using your time, expertise and passion to help further our mission.

For over 125 years, The Highbury Centre has been providing rest, renewal and Christian hospitality to missionaries and Christian workers from around the world. What began as the Foreign Missions Club, offering weary missionaries a peaceful refuge in London, has grown into something truly special, a home away from home where God's workers can rest, recharge, and reconnect with their calling.

In our beautiful Victorian building near Highbury Fields, we welcome church leaders, missionaries, aid workers and their families who come seeking not just accommodation, but genuine Christian fellowship and a space to catch their breath. Many tell us they feel like part of our extended family rather than simply guests passing through.

This is an exciting time to join our board. We're at a pivotal moment where we can build on our rich heritage while looking forward to new opportunities to serve God's kingdom. We need trustees who share our passion for mission, understand the vital importance of rest for those in ministry, and can bring their professional expertise to help us navigate the challenges and opportunities ahead.

As a trustee, you'll play a crucial role in shaping our strategic direction, ensuring we remain financially sustainable, maintaining our beautiful historic building, and upholding the Christian values that have guided us for more than a century. You'll be part of a small, committed team where your contribution will make a real and visible difference.

Whether you bring experience in finance, property management, hospitality, or mission work, or simply a heart for supporting those who serve others, we'd love to hear from you. We're particularly keen to welcome trustees who can help us think creatively about our future while honouring our past.

In this pack, you'll find more information about The Highbury Centre, the role of a trustee, and what we're looking for. If you have questions or would like to visit us before applying, please don't hesitate to get in touch with Charisma Charity Recruitment.

Thank you again for considering this opportunity. We look forward to the possibility of welcoming you to our board and working together to serve God's workers for generations to come.

With warmest regards,

*Laurens*

**Laurens du Plessis**  
**Chair of Trustees**

# 2

## About us



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# 2

## About us

### The Highbury Centre

#### A Home That Welcomes the World

At The Highbury Centre, we believe that a true home isn't just a place, it's a feeling. Nestled in a beautiful Victorian building near Highbury Fields, our Christian guest house offers more than accommodation. We provide a warm, welcoming Christian environment where every guest feels genuinely cared for, creating an oasis of peace in the heart of London's busy streets.

As a potential trustee, you'd be joining an organisation with a rich heritage and a vibrant mission that continues to impact lives across the globe.

#### Over 125 Years of Faithful Service

Our story began over a century ago when the Foreign Missions Club was founded to offer missionaries a place to rest after their journeys. London, with all its energy and excitement, can be overwhelming, and those returning from the mission field needed a peaceful, safe space to recharge.

Today, The Highbury Centre proudly carries forward this legacy of Christian hospitality. Our guests come from all over the world, missionaries, church leaders, aid workers, travellers, and families, all drawn by the warm atmosphere and genuine sense of community that fills our home. This enduring mission continues to guide everything we do.

#### What Makes Us Special

It's the little things that make The Highbury Centre truly memorable. From comfortable rooms and a peaceful garden for quiet reflection to communal spaces where guests can meet fellow travellers and share stories, every detail is designed with care. Many guests tell us they don't feel like visitors here; they feel like part of our extended family.

We take time to get to know our guests, to listen to their stories, and to support them in whatever way we can. It's not just about providing a bed for the night; it's about creating a space where people can truly rest, recharge, and feel at peace.

*I always find the Highbury Centre a mini oasis of calm and comfort.*

# 2

## About us

### Supporting Global Mission Work

The Highbury Centre has become a vital hub for missionaries and Christian workers serving across the globe. We're particularly proud of our partnership with Sports Fan Outreach International (SFOI), who transform major sporting events, from the Rugby World Cup to the Olympics, into opportunities for sharing the Gospel along with Houghton College, a christian college where over 20 students stay here for 3 months as part of a degree programme.

Year after year, these dedicated evangelists choose The Highbury Centre as their base, finding not just accommodation but a spiritual haven where they can prepare for ministry, connect with fellow missionaries, and rest between outreach sessions. Their work exemplifies Christ's Great Commission, and supporting their vital mission is central to our purpose.

### Rest for Those Who Serve Others

Over the years, countless missionaries, aid workers, and charity leaders have found renewal at The Highbury Centre. We've welcomed missionary couples returning from years working with African orphans, young volunteers serving in homeless shelters, and pastors advocating for refugees in conflict zones.

These stories remind us that rest is essential for those who serve others. As Mark 6:31 reminds us, even Jesus took time away to pray and recharge. This understanding shapes our ministry and our commitment to providing sanctuary for God's workers.

### Our Ongoing Mission

Christian guest houses like ours offer something unique: an atmosphere where physical rest meets spiritual renewal. In our peaceful spaces, guests can step away from daily pressures and immerse themselves in a faith-filled environment, with opportunities for prayer, meditation, and fellowship with others who share similar values.

As we look to the future, we're seeking trustees who share our passion for this ministry, individuals who can help guide The Highbury Centre as we continue to serve missionaries, support global mission work, and provide Christ-centred hospitality for the next generation.

# 2

## About us

### Our Vision

To shine the Light of Jesus Christ through hospitality.

### Our Mission

To provide our guests a welcoming, comfortable, safe, peaceful and affordable home to rest, meet and fellowship.

### The Ethos of The Highbury Centre

As a Protestant Evangelical charity, we hold to traditional mainstream Christian beliefs as summarised in the [Evangelical Alliance Basis of Faith](#) and align with the [FIEC \(Fellowship of Independent Evangelical Churches\) position on marriage and family life](#).

These theological convictions aren't simply statements on paper, they shape our ministry in practical ways:

- **Our welcome**
  - We extend particular hospitality to missionaries and Christian workers, offering discounted rates that reflect our charitable purpose
- **Our environment**
  - We create a space where guests can be confident they're in a faith-filled, biblically grounded community
- **Our integrity**
  - We ask that guests and staff alike respect our Christian beliefs in their conduct while at The Highbury Centre

### Unity in Essentials, Grace in All Things

We recognise that Christians hold various views on secondary matters, and we welcome guests from across the breadth of the evangelical tradition. However, we do maintain our founding theological convictions on core Christian doctrine and biblical ethics.

We trust that whether or not individuals can fully align with our theological position, they will understand that we have established these guidelines to preserve the Christian integrity of our Centre and remain faithful to our charitable objects. Wherever we can, we want to welcome guests warmly and serve their needs excellently.

# 2

## About us

### For Trustees

As a trustee of The Highbury Centre, you would be expected to:

- Support and uphold our Christian ethos and theological position
- Understand and respect our evangelical Protestant tradition
- Help ensure our ministry remains faithful to our founding purpose
- Protect the Christian integrity and reputation of the Centre

### Our Impact

At a glance:

- **125+ years** of serving missionaries and Christian workers
- In 2025 approximately **2600 guests** stayed at The Highbury Centre
- **17 countries** from around the world represented by our guests each year
- **40 guest rooms** providing comfortable, peaceful accommodation for up to **65 guests**
- **Long-term partnerships** with mission organisations including Sports Fan Outreach International, Houghton College, and Bexley Seminary
- **Generations** of missionaries who've found rest and renewal with us



*Since 1999, I have been staying at the Highbury Centre, it is like coming home. It's a familiar, safe, and happy place for my family and me!*



# 3

## Role description



# 3

## Role description



### What we are looking for

We are looking to recruit a new [Chair of Trustees](#) and [up to four new trustees](#) to join our board. We are particularly interested in individuals with experience or expertise in the following areas:

- [Finance](#) (ideally with a relevant accounting qualification such as ACA, ACCA, CIMA or equivalent)
- [Building Management and Property](#) (particularly Victorian buildings and heritage properties)
- [Hospitality and Guest House Management](#)
- [Christian Missionary Work and Global Missions](#)

As a trustee, you'll be part of a passionate team helping to shape the future of The Highbury Centre. This is a voluntary role where your insight, experience and faith-driven enthusiasm will help us continue our 125-year legacy of serving missionaries and Christian workers from across the globe.

### Above all, we're looking for:

- A committed Christian and passion for global mission
- Strategic thinking and good judgement
- Ability to work collaboratively as part of a small, committed team
- Willingness to be ambassadors for our ministry
- Heart for serving those who serve others

As well as experienced Trustees, we warmly welcome first-time trustees: your fresh perspective and enthusiasm are just as valuable as prior board experience.

# 3

## Role description



### Main responsibilities

As a trustee, you'll play a vital role in guiding The Highbury Centre and helping us deliver on our mission. Your responsibilities will include:

#### Governance and compliance

- Ensuring we comply with our governing documents, charity and company law, and all relevant regulations
- Upholding our Christian ethos and charitable purposes
- Managing risk and ensuring proper financial oversight

#### Strategic leadership

- Helping us stay focused on our long-term mission to serve Christian workers
- Shaping our strategic direction and reviewing policies
- Evaluating business plans and monitoring performance

#### Financial Stewardship

- Overseeing financial health and sustainability
- Approving annual budgets and accounts
- Ensuring wise stewardship of our resources and historic building

#### Supporting Leadership

- Supporting the Chair in overseeing the General Manager's performance and remuneration
- Providing guidance and encouragement to staff
- Maintaining clear boundaries between governance and management

#### Being an Ambassador

- Acting as an ambassador for The Highbury Centre
- Building relationships with mission organisations, churches and stakeholders
- Championing our unique ministry of providing rest and renewal for those serving God's kingdom worldwide
- Attending Christian events and fundraising

# 3

## Role description



### Board participation

- Actively participating in quarterly board meetings
- Preparing thoroughly for meetings and contributing constructively
- Being available for advice and support between meetings

#### For Trustees

Approximately **two days per month** spread throughout the month, including:

- **Quarterly board meetings** (4 per year, held at The Highbury Centre)
- **Preparation time** (reading papers, strategic thinking)
- **Monthly** (completing what they have agreed to in the quarterly board meetings)
- **Occasional events** (guest evenings, fundraising, partner meetings)

#### For Chair of Trustees

Approximately **3-4 days per month** spread throughout the month, including:

- All trustee responsibilities above
- Chairing board meetings
- Regular liaison with General Manager, including conducting the GM's performance appraisals and goal-setting,

We understand trustees have busy lives and other commitments. We work flexibly and supportively, while expecting genuine commitment to our mission. The time estimates above is an assessment as best we can provide, taking into account the full commitment involved. It likely won't feel that much, as it includes reading board papers, responding to ad hoc emails, etc.

4

Person  
specification



# 4

## Person specification



### Essential criteria

#### Faith and values

- Committed and practicing Christian with active church involvement
- Aligned with The Highbury Centre's Christian ethos and values

#### Experience

Must be well experienced in **one or more** of the following:

- Finance and accounting (ideally professionally qualified)
- Property and building management (particularly heritage/Victorian buildings)
- Hospitality, guest house or accommodation management
- Christian ministry, mission work or mission leadership
- Charity governance and leadership

#### Skills and Abilities

- Strategic thinking and sound judgement
- Good listening and clear communication
- Collaborative team player with humility
- Ability to challenge constructively and supportively
- Willing to learn and bring fresh thinking

#### Commitment

- Able to commit approximately 2 days per month (trustees) or 3-4 days per month (Chair)
- Willing to attend quarterly board meetings in North London. Reasonable travel expenses are reimbursed.

# 4

## Person specification



### Desirable criteria

#### Experience

- Previous trustee or Non-Executive Director experience
- Cross-cultural experience or time spent as a missionary
- Understanding of hospitality sector challenges and opportunities
- Fundraising or development experience
- HR, legal or marketing expertise

#### Knowledge

- Understanding of UK charity law and governance
- Familiarity with building regulations and heritage property
- Knowledge of safeguarding in church/charity settings

#### Other

- Lives in or near North London (though not essential)
- Networks within mission organisations or churches

### Legal Requirements

Trustees must:

- Be over 18 years of age
- Meet the Charity Commission's eligibility requirements for trustees
- Be willing to undergo DBS check and safeguarding training
- Have no conflicts of interest that would prevent effective trusteeship

# 5

**Frequently  
asked  
questions**



# 5 FAQ



## I've never been a trustee before, is that ok?

Absolutely! We warmly welcome first-time trustees. What matters most is your passion for our mission, your professional expertise, and your willingness to learn. We provide a comprehensive induction and ongoing support.

## Do I need to live in or near London?

Not essential, though it's helpful as our board meetings are held in person at The Highbury Centre in North London. We recognise trustees travel from various locations and work to schedule meetings considerately. We reimburse reasonable travel expenses for trustees to attend meetings and other events as required.

## Can I visit The Highbury Centre before applying?

Yes, we'd love that! Please contact Charisma to arrange a visit. You can tour our building, meet some of our team, and get a real feel for our ministry.

## What if I need to miss a meeting?

We understand life happens. Occasional absences are fine, though we do expect regular attendance and commitment at our quarterly meetings. We aim to schedule meetings well in advance.

## How long is the trustee term?

Trustees are appointed for an initial term of **3 years** and may serve additional terms if re-elected. The Chair also serves **3 year** terms.

## Is this role right for me if I work full-time?

Yes, many of our trustees work full-time. The time commitment (approximately 2 days per month) is designed to be manageable alongside other commitments, with ad hoc meetings often scheduled in **evenings** to accommodate work schedules. Some employers also give volunteering leave, enabling their employees to support charities in this way.

## What makes a good trustee for The Highbury Centre?

A passion for mission, strategic thinking, collaborative spirit, and relevant professional expertise. Most importantly, someone who shares our heart for serving those who serve God's kingdom.

# 6

## How to apply



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# 6

## How to apply



**The Highbury Centre are working exclusively with Charisma Charity Recruitment.**

Applications should be submitted through the [Charisma website](#) and include:

- A comprehensive CV
- A supporting statement (no more than two pages) summarising why you're applying and how you meet the person specification

For an informal and confidential discussion about the role, please contact Nick Thomas, Senior Consultant of Charisma Charity Recruitment on 01962 813300 or email [info@charismarecruitment.co.uk](mailto:info@charismarecruitment.co.uk)

We welcome and encourage applications from people of all backgrounds. We do not discriminate on the basis of disability, race, colour, ethnicity, gender, religion\*, sexual orientation, age, veteran status or other category protected by law.

**Closing date: Thursday 19 March 2026**

**Interviews with The Highbury Centre (in-person): 9th and 10th April 2026**

**Charisma vetting interviews must be completed by 25 March, prior to shortlisting on 27 March.**

\*It is a requirement for this post holder to be a committed and practising Christian committed to The Highbury Centre's values and aims and to uphold the Ethos Statement.



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