



**CHURCH  
MISSION  
SOCIETY**

# Director of Finance and Resources

June 2026



**charisma**  
CHARITY RECRUITMENT



# Contents

## **Introduction from the CEO 03**

## **About us 05**

The organisation you'll be joining 05

CMS today 06

Our culture 07

Our vision 07

Our purpose 07

Our core values 07

## **Job description 08**

Your role 09

Your relationships 10

Your responsibilities 11

Culture and ways of working 14

## **Person specification 15**

Qualifications 15

Experience 15

Skills/abilities 16

Knowledge/understanding 17

Disposition 17

Others 18

## **Terms and conditions 19**

## **How to apply 21**

**churchmissionsociety.org**

**With Jesus**

**With each other**

**To the edges**



# Introduction

## Are you passionate about making disciples of Jesus and making a difference in the world?

Church Mission Society (CMS) invites you to join a movement unlike any other. For 227 years, we've aimed to follow Jesus' example and share his love with people at the edges: the edges of church, the edges of society and the edges of our own comfort zones. Today, we support close to 200 people in mission across dozens of countries: westerners and non-westerners working together to see our world made new by the love of God. In the last decade we have also provided training for over 1,000 people involved in creative, pioneering mission within the UK.

To ensure the long-term sustainability of all this extraordinary mission work, we are seeking a strategic and servant-hearted Director of Finance and Resources to lead our dedicated finance and resources team. This pivotal role demands both financial expertise and wise stewardship, as you'll provide the insight, infrastructure and leadership that enables CMS to make disciples of Jesus at the edges, now and for generations to come.

Here's what makes this opportunity special:

- ▶ be part of an innovative, relational team with a clear vision
- ▶ join an organisation with the privilege of operating and learning cross-culturally
- ▶ be part of a prayerful community
- ▶ join an organisation with a rich history on a journey of renewal with an exciting future



**CMS is committed to raising up more local indigenous leaders in Latin America and elsewhere**



# Introduction

Thank you for considering this role with Church Mission Society.

Within recent years, CMS has made significant strides in terms of sharpening our mission focus, strengthening our organisational foundations and developing a robust strategy to take us confidently into the future.

To help us successfully deliver this strategy, we are now seeking an exceptional Director of Finance and Resources. This vital role will provide strategic leadership across our financial management, ICT and facilities, ensuring our resources are stewarded with excellence to maximise our missional impact.

This is your chance to step into a truly remarkable role. If you are an experienced, inspiring and strategic leader with a sharp professional eye and a genuine heart for Jesus' mission, we want you on our team!

We've partnered with Charisma to help us find the perfect person for the role, so please contact them for a confidential conversation. No pressure, just a chance to explore if this could be the role God is calling you to.

We look forward to hearing from you.

*Andy Roberts*

**Andy Roberts MBE**  
**CEO of Church Mission Society**





# About us

## The organisation you'll be joining

Welcome to Church Mission Society, where we are passionate about God's mission and fired up to see more and more people become followers of Jesus. For over 200 years CMS has been at the forefront of global mission, living out the gospel of Jesus, seeing lives changed and communities transformed. Founded by William Wilberforce and other members of the Clapham Sect group of activists in 1799, CMS people know that people at the edges belong at the centre of God's story.

Jesus spent much of his time with people at the edges, and that's where we want to be too. Church Mission Society invites people at the edges of church, the edges of society and the edges of our comfort zones to follow Jesus and play a part in his story. Come with us to the edges and discover God at work in ways you might not have expected.



Empowering people at the edges to reach their God-given potential, like disabled artisans in Tanzania



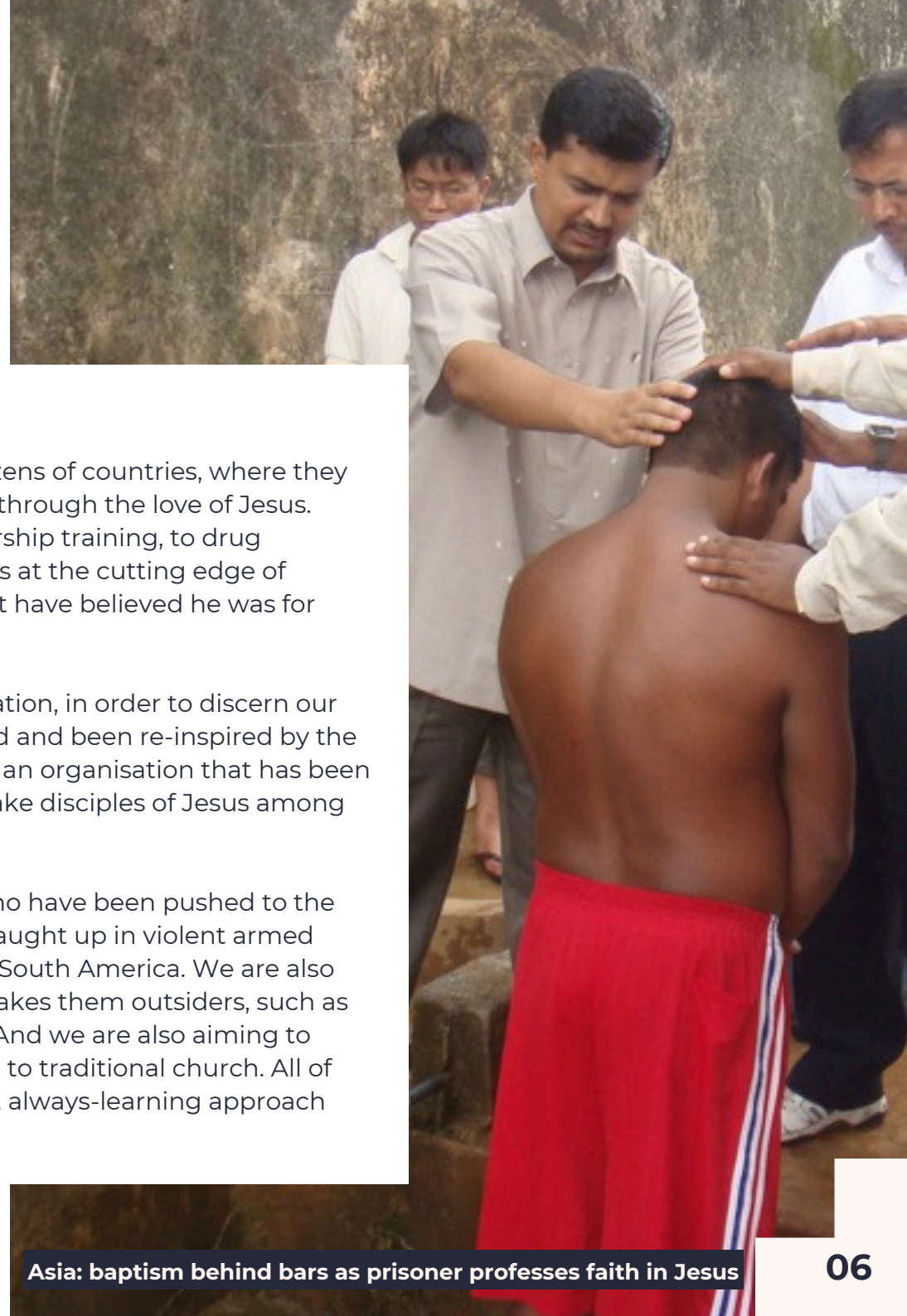
# About us

## CMS today

Today CMS supports mission partners and local partners across dozens of countries, where they are dedicated to serving local communities and transforming lives through the love of Jesus. From women's empowerment, micro farming initiatives and leadership training, to drug rehabilitation, theological training and pioneering in the arts, CMS is at the cutting edge of mission, displaying the love of Jesus to many people who might not have believed he was for them.

In recent years, we've undertaken a prayerful review of our organisation, in order to discern our mission call for this generation. In the process we have rediscovered and been re-inspired by the pioneering spirit of our founders. If you join CMS today you will find an organisation that has been reinvigorated with a fresh vision to join with our global family to make disciples of Jesus among people at the edges, both in the UK and around the world.

Some of these edge contexts we are focusing on include people who have been pushed to the margins by violence, poverty and oppression, for example people caught up in violent armed conflict in East Africa or marginalised indigenous people groups in South America. We are also focusing our efforts to equip and strengthen people whose faith makes them outsiders, such as Muslim-background believers in the Middle East and North Africa. And we are also aiming to make disciples of Jesus among people who might be unconnected to traditional church. All of these edge contexts require a creative, collaborative, open-hearted, always-learning approach with our international partners.





# About us

## **Our culture**

CMS works hard to ensure that every member of staff is valued, supported and encouraged to continually learn and develop their skills. We rely upon God's presence, wisdom and grace and therefore, prayer is central to everything we do.

## **Our vision**

To see our world made new by the love of God as we follow Jesus to the edges.

## **Our purpose**

We exist to make disciples of Jesus at the edges.

## **Our core values**

Pioneering. Relational. Faithful. Evangelistic.



**From generation to generation: CMS has stood in solidarity with indigenous people in the Chaco, Latin America**



# Job description

<b>Post</b>	Director of Finance and Resources
<b>Responsible to</b>	CEO
<b>Group</b>	Finance and Resources
<b>Proposed grade</b>	H
<b>Salary</b>	Circa £70,000
<b>Contract</b>	Permanent, after six months' probation
<b>Hours</b>	Full time (35 hours per week)



**Keeping the faith: we get alongside Muslim-background believers to help them keep following Jesus amid massive challenges**



# Job description

## Your role

The Director of Finance and Resources will provide strategic leadership of CMS's financial sustainability, resources and organisational infrastructure, enabling CMS to fulfil its purpose of making disciples of Jesus at the edges.

As a member of the Senior Leadership Team (SLT), the director will help shape CMS's strategy and ensure that its plans are sustainable, appropriately resourced and supported by effective systems, proportionate controls and wise stewardship. They will provide clear financial insight and advice to the CEO, SLT and trustees, enabling informed decision-making and helping CMS navigate difficult choices.

The director will lead CMS's finance and resources, including financial strategy and management, investments, treasury, risk, legal and regulatory compliance, property and facilities, information technology, cyber security and relevant corporate governance responsibilities. They will also maintain proportionate oversight of CMS's residual pension-related responsibilities, including the connected covenant associated with the transfer of CMS's defined-benefit pension liabilities to Clara.

The director will ensure that CMS's money, assets, systems and infrastructure are used effectively in support of its mission, values and long-term sustainability, and that central services enable mission.





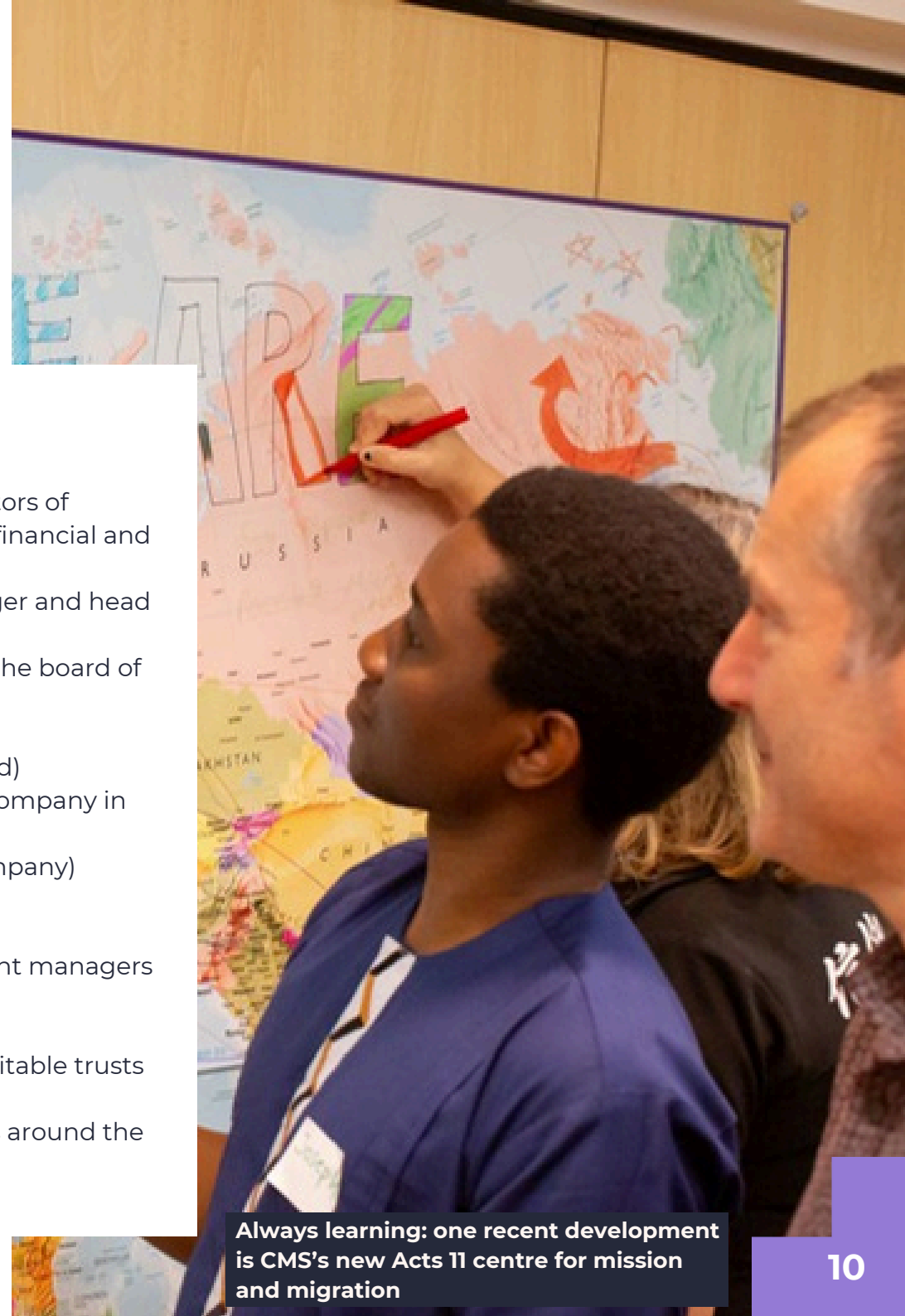
# Job description

## Key Internal Relationships

- ◆ Reports to CEO
- ◆ Member of the Senior Leadership Team
- ◆ Close working relationship with the deputy CEO and CMS directors of fundraising and communications (donor income) and mission (financial and wider risk)
- ◆ Four direct reports: head of finance, head of ICT, facilities manager and head of legal
- ◆ Work closely with the chair of the CMS finance committee and the board of trustees
- ◆ Directors of CMS wholly-owned subsidiary companies:
  - ◆ CMS Pension Trust (winding down after transfer to superfund)
  - ◆ Church Missionary Trust Association Ltd (CMS owned trust company in which property is invested)
  - ◆ CMS House Enterprises Ltd (CMS facilities management company)

## Key External Relationships

- ◆ Advisors: auditors, pension scheme actuaries, lawyers, investment managers (principally Cazenove), banks (principally Barclays)
- ◆ Regulatory bodies: Companies House, Charity Commission, ICO
- ◆ Directors of William Leech Investments Ltd and associated charitable trusts
- ◆ Church of England Pension Board
- ◆ Other strategic interests: for example, various Anglican dioceses around the world



Always learning: one recent development is CMS's new Acts 11 centre for mission and migration



# Job description

## Key responsibilities

### Strategic financial leadership and sustainability

Provide clear financial leadership to help CMS make wise, sustainable choices. Ensure that financial planning supports CMS's mission strategy and enables SLT and trustees to understand the implications of different priorities, risks and investment decisions.

- ◆ Develop CMS's medium and long-term financial strategy, including multi-year forecasting and scenario planning.
- ◆ Advise the CEO, SLT and trustees on affordability, priorities, reserves, investment decisions and emerging risks.
- ◆ Work with colleagues across CMS to maintain a sustainable cost base and maximise resources for mission.
- ◆ Align financial planning with fundraising assumptions and develop appropriate financial models for CMS's areas of work, hubs, grants, partnerships and people-in-mission approaches.

### Financial management, control and reporting

Lead an effective, service-oriented finance function that provides accurate information, appropriate controls and timely support to colleagues across CMS. Ensure that financial systems and reporting enable good decision-making rather than simply recording past performance.

- ◆ Oversee budgeting, forecasting, cashflow, treasury management and regular management reporting.
- ◆ Ensure that annual accounts, audit and statutory reporting are completed accurately and on time.
- ◆ Maintain effective internal controls, segregation of duties and fraud-prevention measures.
- ◆ Oversee CMS's investments, endowed funds, grants and restricted, designated and unrestricted funds.
- ◆ Improve finance systems, processes and reporting through appropriate use of technology, automation and data.



Women are a key to peace in Eastern Africa



# Job description

## Risk, legal, regulatory compliance and governance

Ensure that CMS manages its legal, regulatory and organisational risks in a proportionate and effective way. Provide trustees and senior leaders with clear advice and assurance on significant issues.

- ◆ Lead CMS's organisation-wide risk-management framework.
- ◆ Ensure compliance with relevant charity, company, financial and regulatory requirements.
- ◆ Oversee legal matters, contracts, insurance and the commissioning of external legal advice.
- ◆ Oversee relevant company-secretarial and corporate-governance responsibilities for CMS and its related entities.
- ◆ Maintain appropriate oversight of CMS's residual pension-related responsibilities following the transfer to Clara, including the connected covenant and any ongoing legal, financial or governance obligations.
- ◆ Ensure proportionate business-continuity and crisis-preparedness arrangements are in place.



In unlikely places such as refugee camps in Uganda, victims of violence are becoming powerful voices for peace



# Job description



**Baptisms in Goma, DR Congo, where the Church is a beacon of hope against a backdrop of armed conflict**

## **Property, facilities and asset stewardship**

Ensure that CMS's buildings, land and other property assets are stewarded carefully and used in ways that support mission, sustainability and good governance.

- ◆ Develop and oversee a long-term property and estates strategy for CMS House and other assets.
- ◆ Oversee property-related decisions, including utilisation, income generation, maintenance, capital investment and risk.
- ◆ Oversee CMS's residual legal responsibilities for overseas land and property where title remains vested in CMS but use has been entrusted to local churches or partners, including powers of attorney, title documentation and related legal work.
- ◆ Ensure clear governance and appropriate professional advice for land and property transactions.
- ◆ Ensure that CMS facilities are safe, welcoming, well-managed and cost-effective.

## **Information technology, data and cyber security**

Provide strategic oversight of CMS's technology and information systems, ensuring that they are secure, reliable and appropriate for the organisation's ways of working.

- ◆ Oversee a proportionate digital and technology strategy that supports CMS's mission and organisational effectiveness.
- ◆ Ensure that systems are secure, resilient, user-friendly and suitable for hybrid and international working.
- ◆ Maintain effective oversight of cyber security, data protection, information governance, disaster recovery and incident response.
- ◆ Encourage effective use of technology, data and appropriate automation to improve collaboration, efficiency and decision-making.
- ◆ Oversee relevant suppliers and ensure reliable support and value for money.



# Job description

## Senior leadership, culture and external relationships

Contribute fully to the shared leadership of CMS as a member of SLT. Ensure that finance and central services enable mission, support colleagues well and contribute positively to CMS's culture.

- ▶ Contribute to the development and delivery of CMS's strategy beyond the director's own portfolio.
- ▶ Help CMS become more globally rooted, collaborative, financially sustainable and focused on maximising resources for mission.
- ▶ Bring clear analysis and balanced judgement to strategic discussions, translating decisions into implications for budgets, structures, systems and priorities.
- ▶ Lead and develop teams across the finance and resources portfolio, fostering a professional, relational and service-oriented culture.
- ▶ Build constructive relationships across CMS and represent the organisation effectively with trustees, advisers, partners and other external stakeholders.
- ▶ Model CMS's values, mission spirituality and expected leadership behaviours across all areas including safeguarding.



With Jesus. With each other. To the edges.  
Pictured: a cross in the sky over Beirut



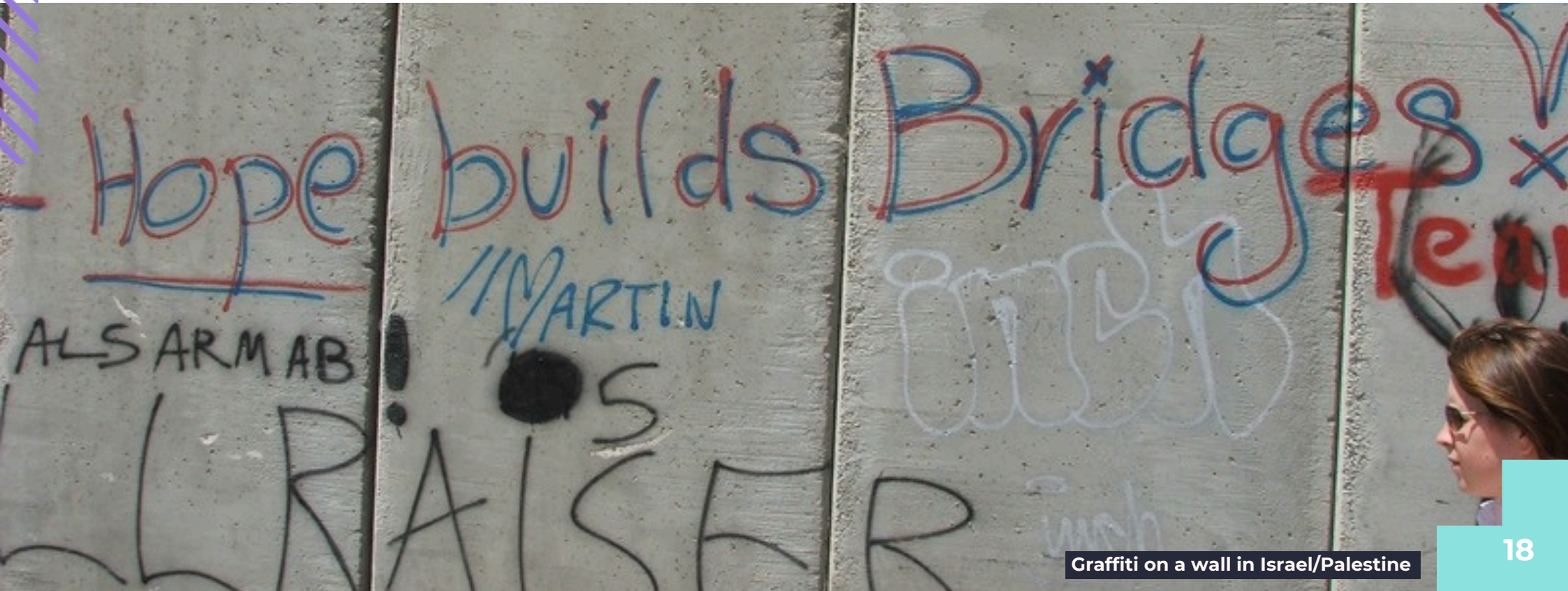
# Person specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Qualified accountant and experienced member of a recognised professional accounting body in the UK or elsewhere, such as ICAEW, ICAS, CIMA, CIPFA, ACCA, CAI or equivalent.</li> <li>• Evidence of continual professional development</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>• Significant senior leadership experience in finance, ideally within a charity, not-for-profit or values-led organisation.</li> <li>• Proven experience of contributing to organisational strategy at executive and ideally board/trustee level.</li> <li>• Experience of multi-year financial planning, forecasting, scenario modelling and sustainability work.</li> <li>• Strong experience of budgeting, audit, statutory accounts, internal controls and management reporting.</li> <li>• Experience of leading and developing teams.</li> <li>• Experience of leading change and improving systems, processes or organisational effectiveness.</li> <li>• Experience of communicating complex financial issues clearly to non-specialists and providing constructive challenge at senior level.</li> <li>• Charity accounting experience either voluntarily or in the work place.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of property or estates oversight.</li> <li>• Experience of investments, endowments and treasury management.</li> <li>• Experience of overseeing IT, cyber security or digital transformation.</li> <li>• Experience of legal, governance or company-secretarial responsibilities.</li> <li>• Experience of grants, restricted funds and international partnerships.</li> <li>• Cross-cultural experience.</li> <li>• Experience of working within a Christian organisation or mission agency.</li> <li>• Familiarity with pension-related covenant or legacy obligations.</li> </ul>

	<b>Essential</b>	<b>Desirable</b>
<b>Skills/abilities</b>	<ul style="list-style-type: none"> <li>• Strategic thinker with strong analytical judgement and the ability to identify the questions behind the numbers.</li> <li>• Ability to simplify complexity and present clear choices.</li> <li>• Ability to balance prudent stewardship with an appropriate appetite for risk and investment.</li> <li>• Confidence to challenge constructively and hold a firm line where necessary.</li> <li>• Excellent written and oral communication skills.</li> <li>• Strong organisational, time-management and prioritisation skills to deliver on time to the relevant stakeholders.</li> <li>• Ability to move between strategic oversight and detailed scrutiny when required.</li> <li>• Leadership skills, including coaching, motivating, enabling, influencing and negotiating.</li> <li>• Collaborative, facilitative and inclusive leadership style, proactively working across teams.</li> <li>• Ability to lead through uncertainty and organisational change.</li> </ul>	<ul style="list-style-type: none"> <li>• Chairing and facilitation skills.</li> <li>• Experience of implementing useful performance indicators and management information tools.</li> </ul>

	<b>Essential</b>	<b>Desirable</b>
<b>Knowledge/ understanding</b>	<ul style="list-style-type: none"> <li>• Strong understanding of financial management, accounting standards and internal controls.</li> <li>• Sound understanding of charity finance, restricted funds and relevant UK regulatory requirements.</li> <li>• Good understanding of risk management and governance.</li> <li>• Understanding of how financial strategy supports organisational strategy.</li> <li>• Sufficient understanding of technology, cyber security, property, legal and compliance risks to oversee these areas effectively.</li> <li>• Knowledge of tax and VAT as relevant to charities.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of investment and treasury management.</li> <li>• Understanding of property and estates strategy.</li> <li>• Knowledge of charity governance and company-secretarial responsibilities.</li> <li>• Understanding of data protection and information governance.</li> <li>• Understanding of grant-making and international partnership models.</li> <li>• Knowledge of pension covenant or residual pension obligations following a transfer to a superfund.</li> </ul>
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• A servant-hearted leader with integrity, humility and courage.</li> <li>• Collaborative and relational, while able to make difficult recommendations and hold appropriate boundaries.</li> <li>• Committed to wise stewardship, transparency and accountability.</li> <li>• Able to model CMS's values and contribute positively to organisational culture.</li> </ul>	

	Essential	Desirable
Others	<ul style="list-style-type: none"> <li>Committed and practising Christian</li> <li>Committed to upholding the values of CMS and the Ethos Statement of CMS</li> </ul>	



Graffiti on a wall in Israel/Palestine



# Terms and conditions

Conditions, including but not limited to the below:

- The appointment is subject to satisfactory references, safeguarding checks and a probationary period of six months.
- **Salary:** Circa £70,000
- **Expenses:** Expenses incurred in connection with work in accordance with established regulations will be paid.
- **Pension:** There is a group personal pension scheme applicable to your employment and you are entitled to participate in this scheme subject to the rules of the scheme. You will be automatically enrolled into the scheme, however there is an opt-out option. The employer's contribution is 5 per cent while the employee's contribution is 3 per cent of the pensionable salary. In addition, CMS will match your additional contribution (over the minimum 3 per cent) up to an additional 5 per cent. The life insurance scheme provides a death in service benefit of four times the basic pay. Those eligible for pension rights under the Clergy Pensions Measures administered by the Church of England Pensions Board may continue to qualify for those rights.
- **Work base:** This is an office-based post and this will be your centre for the purpose of claiming travelling expenses if appropriate. Hybrid working is negotiable, and we would anticipate 60 per cent office presence and the rest is open for home working.
- **Holiday entitlement:** 36 days of annual leave (including bank holidays) and enhanced sick pay, maternity, paternity and adoption leave with further family friendly policies with flexible working.
- **Notice:** three months' written notice on either side is required for the termination of the appointment after the successful completion of the six-month probationary period.



CMS mission partner Alison Giblett, rebuilding homes and hope in Ukraine



# Terms and conditions

- ▶ **Hybrid working:** negotiable
- ▶ **Generous pension contribution:** up to 10 per cent employer contribution on annual salary
- ▶ **Wellbeing package,** including:
  - ▶ access to 24/7 employee assistance programme with qualified counsellors and GPs
  - ▶ regular wellbeing coffee mornings
  - ▶ support on menopause and mental well-being
  - ▶ up to three volunteer days a year
  - ▶ up to three family emergency leave days a year
  - ▶ retreats and resources for prayer life



In places like Nepal, Christians are under increasing pressure and opposition



# How to apply

**CMS 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 Adam Stacey, CEO 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.

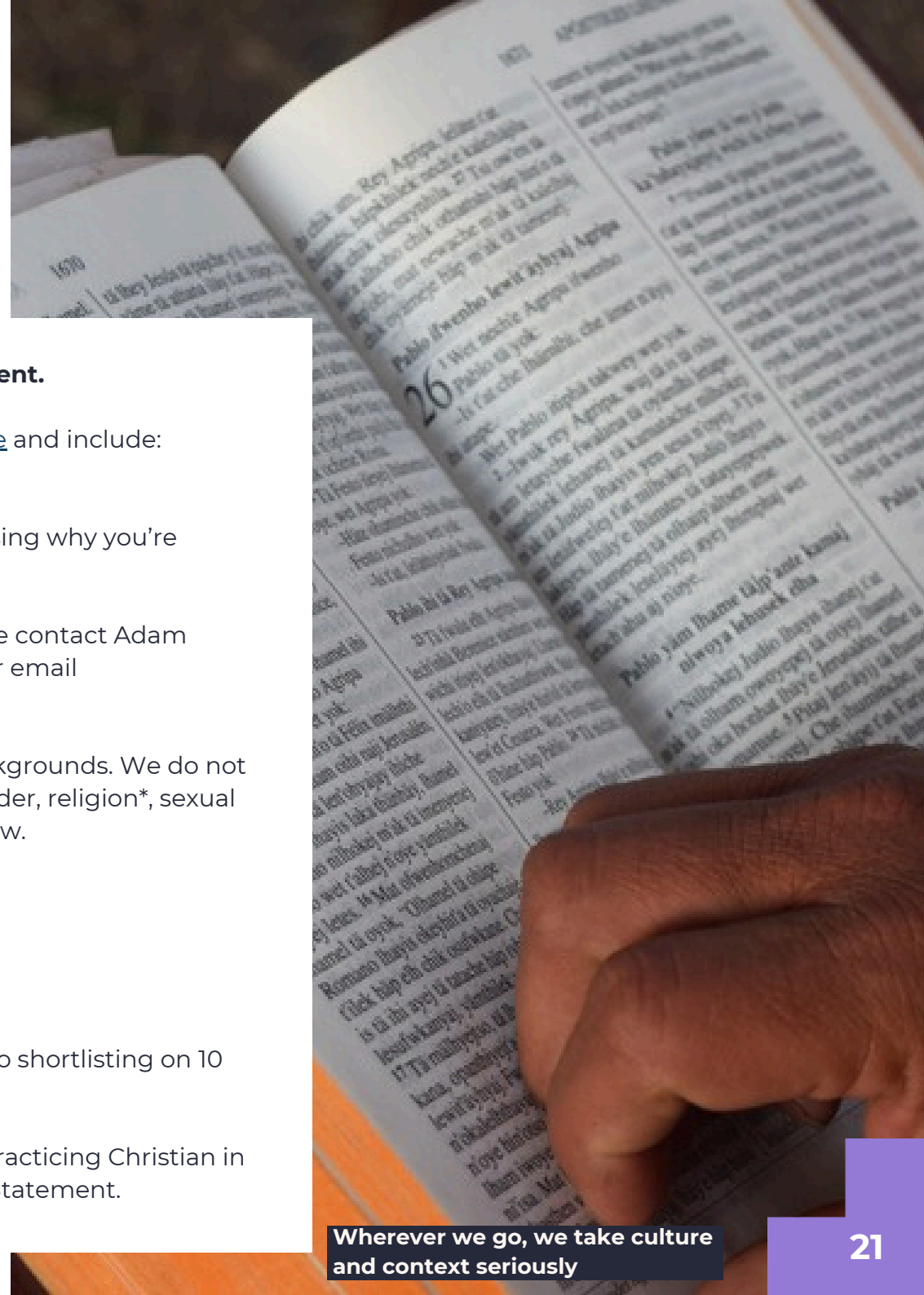
Closing date: 5 July 2026

First stage interviews with CMS: 14 July 2026 (online)

Second stage interviews with CMS: 29 July 2026 (in person)

Charisma vetting interviews must be completed by 9 July prior to shortlisting on 10 July.

\*It is a requirement for this post holder to be a committed and practicing Christian in sympathy with CMS's values and aims and to uphold the Ethos Statement.





**CHURCH  
MISSION  
SOCIETY**

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