



Regional Net Zero Carbon  
Fundraising Officer



DIOCESE OF  
**Bath & Wells**

Living and telling the story of Jesus



# Contents

- 04 Dear applicant
- 05 Application details
- 06 The Dioceses
- 09 About the role
- 09 Job description
- 10 Main responsibilities
- 12 Person specification
- 14 Terms and conditions
- 15 How to apply







## Dear applicant

Thank you for your interest in the post of Regional Net Zero Carbon Fundraising Officer.

We hope you find the application pack provides all the information you need in order to consider your candidature for this post. If, however, you have any further questions please initially contact Human Resources.

If you would like an informal conversation about the post you are welcome to contact Sara Emmett, Climate Justice & Environment Adviser at the Diocese of Bath and Wells  
[sara.emmett@bathwells.anglican.org](mailto:sara.emmett@bathwells.anglican.org)

The key dates for the appointment process are on the following page. Should you decide to apply for this post we look forward to receiving your application and wish you well. Details on how to apply are at the end of this pack.

### Contact details

Human Resources - Enita Andrews, HR Manager

Phone: 01749 685113

Email: [recruitment@bathwells.anglican.org](mailto:recruitment@bathwells.anglican.org)



# Application details

## Shortlisting

To ensure the fairness of the selection process, shortlisting will be based upon the information which you provide in your application and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification. After shortlisting we strive to contact all those who have applied to advise of the outcome; if after 3 weeks from the closing date you have not heard from us, please do contact the HR team. A copy of our privacy policy for job applicants can be downloaded from our website.

## Interviews

Interviews will take place at Flourish House in Wells on Tuesday 3 February 2026.

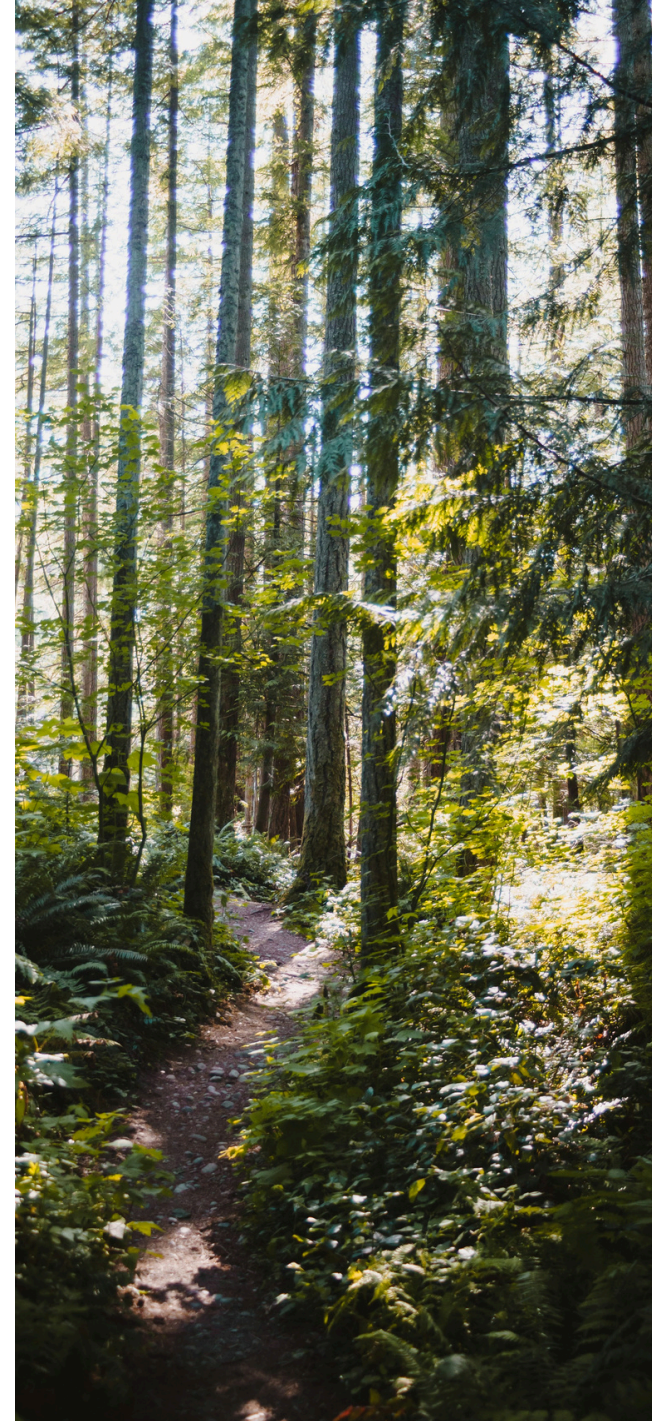
Further details regarding the selection process will be communicated at the time applicants are invited for interview.

## Safeguarding

We are committed to the safeguarding and protection of all children, young people and adults, and the care and nurture of children within our church communities. We will carefully select, train and support all those with any responsibility within the Church, in line with Safer Recruitment principles. This means that we will:

- Ensure that our recruitment and selection processes are inclusive, fair, consistent and transparent.
- Take all reasonable steps to prevent those who might harm children or adults from taking up, in our churches, positions of respect, responsibility or authority where they are trusted by others.
- Adhere to safer recruitment legislation, guidance and standards.

Further information can be found in our Safeguarding Policy available on the diocesan website.



# The Dioceses

The role will support the South West Dioceses of Bath & Wells; Bristol; Exeter; Salisbury; Truro. Each diocese is one of the 42 dioceses in the Church of England.

## Diocese of Bath and Wells

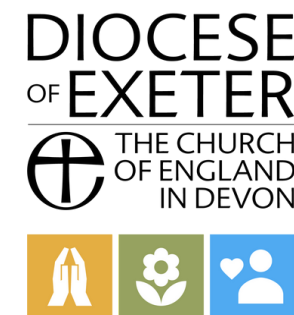
The Diocese of Bath and Wells broadly encompasses the historic county of Somerset, extending to include a small part of the county of Dorset. It is a diverse region with more than 500 settlements across the county, many of them small and rural. Although two thirds of Somerset is rural, more than half the population lives in urban areas.

The diocese loves and serves in the region of 1,000,000 people who live here through its family of 466 parishes and 182 church schools and more than 170 chaplaincies.



## Diocese of Exeter

The Diocese of Exeter is part of the Church of England and covers the whole of Devon, including Plymouth and Torbay. We are a family of Christians living out our faith across the county, worshipping God in a variety of different ways and doing our best to serve the communities we live in. There are over 600 churches in the diocese, many of them rural. Our vision is to grow in prayer, make new disciples and serve the people of Devon with joy.



## Diocese of Salisbury

The Diocese of Salisbury is a Christian community of churches, schools and chaplaincies serving one million people, stretching over 2000 square miles, from North Wiltshire to the Jurassic Coast and Channel Islands of Jersey and Guernsey, covering a wide range of landscapes, from the rural villages to the diversity of Poole and North Bournemouth. Today, as always, we are committed to encouraging people to explore their faith in Jesus Christ and discover how God's love can transform lives.





# The Dioceses

## The Diocese of Bristol

The Diocese of Bristol is the Church of England across Bristol, South Gloucestershire, North Wiltshire and Swindon. There are 30,000 people worshipping regularly in more than 200 churches, led by hundreds of clergy serving within seven deaneries. We are in the midst of delivering our vision, mission and values, through Transforming Church. Together. As part of the Church of England, we are participating in the Renewal and Reform Programme in a variety of ways.



## The Diocese of Truro

The Diocese of Truro includes over 300 churches in more than 200 parishes across the whole of Cornwall (plus two in Devon) and the Isles of Scilly. It is a mostly, and very beautiful. As early adopters of our churches push to Net Zero, we have committed to our strategy to Cut Carbon, Cherish Creation and Speak Up and are now 3 years into delivery.



## The Diocese of Bath and Wells - Living and telling the story of Jesus

The role will be employed by The Diocese of Bath and Wells. Our vision and strategy speaks to the story of Jesus; his life, teaching and work, his death and resurrection; the story which is the context of our faith and the content of our message. In the Diocese of Bath and Wells we strive to be a growing church. We are committed to witnessing and to living out the Gospel of Jesus as we seek to transform and be at the heart of our local communities, bringing love and care for our neighbours, and service to those in need.

We are working together to achieve this by:

- Valuing and cherishing the people and resources we already have
- Developing new Christian worshipping communities
- Sharing in leadership and ministry
- Deepening and growing faith







## About the role

The Church of England's Net Zero Carbon programme has been established to help the Church of England to deliver its commitment to reaching Net Zero Carbon by 2030. It aims to equip, resource and support all parts of the Church to reduce carbon emissions from the energy used in its buildings, schools and through work-related transport by 2030.

All parts of the Church will need to raise funds to implement this Net Zero plan. The National Net Zero Carbon Fundraising Team lead on the strategy to coordinate and support the plans being developed by our dioceses, churches, cathedrals, schools, and departments to secure the funds needed and distribute grant funding to leverage further fundraising.

We are looking for a new full-time, three-year fixed term Fundraising Officer to work with the leadership teams and parishes in the Dioceses of Bath & Wells; Bristol; Exeter; Salisbury; Truro in identifying funding opportunities towards delivering net carbon zero projects.

In line with the Church of England's Routemap to Net Zero Carbon, the Dioceses of Bath & Wells; Bristol; Exeter; Salisbury; Truro are collaborating on the joint ambition to achieve net zero carbon (NZC) by 2030 across our diocesan estates. To deliver this ambition, each diocese has developed a detailed net zero carbon Action Plan to decarbonise the churches, schools and domestic properties for clergy within the dioceses.

Whilst the national Church of England is providing some financial support towards the extensive programme of net carbon zero work, there are other statutory bodies and charitable trusts that are willing to financially assist with net zero (and other environmental improvement) activities.

We are seeking an experienced fundraiser to work alongside the diocesan NZC teams to lead a strategic approach to NZC fundraising. This post is fully-funded by the Church of England Net Zero Programme for a period of 3 years.

# Job description

## Key purpose of the post:

- To support Diocesan staff teams to secure funding to deliver net zero carbon (NZC) projects and initiatives
- Lead and develop a strategic approach to NZC fundraising across a 5 dioceses
- To contribute to the infrastructure, culture and capability across the dioceses in furthering their NZC plans

## Location:

Hybrid with regular visits to the Diocesan Office in Wells. There will also be frequent travel around the region.

## Reporting to:

Mission Development Team Leader, Diocese of Bath and Wells

## Key Relationships:

- Diocesan Environmental and Net Carbon Zero Officers
- Diocesan Church Buildings Teams and Diocesan Advisory Committees
- Archdeacons and Area Deans
- Incumbents, Churchwardens, Treasurers
- Diocesan and National Giving/Stewardship Advisors
- National Net Zero Carbon Programme team
- Net Zero Carbon Hubs
- Local Authority Net Zero Carbon Teams





## Main responsibilities

### Key Responsibilities:

- Work with diocesan NZC officers to develop a fundable project pipeline able to respond to funding opportunities with tight funding deadlines
- Build productive relationships with funders, local authorities and local NZC partners, inc Regional NZC Hubs and Community Energy groups
- Work at strategic level to support diocesan staff to work with parish groupings and to engage deaneries in fundraising for NZC work in networks
- Research local funding opportunities and broadcast them regionally
- Provide regional and local fundraising training, support and guidance
- Support the development of and fundraising for Community Energy projects
- Develop parishes resources concerning how buildings can be used as community assets in order to secure funding
- Assist with securing statutory grants for clergy housing energy efficiency upgrades and retrofit

### Communication, training and support

- Support the development of a programme of regular communication to parishes on funding opportunities
- Provide key information to ensure diocesan websites are up to date.
- Build good working relationships with clergy, diocesan teams and lay people throughout the differing church traditions in the dioceses.
- Create and maintain excellent links with the national Net Zero Carbon Team
- Create and maintain excellent links with the Regional and National Giving Advisor Network and other organisations.
- Participate in NZ Regional Fundraiser network and share learnings and insights

### Any Other Duties

- The post holder will/may be required to work occasional evenings and weekends as required.
- The post-holder may be required to visit churches/attend meetings in-person. Whilst the use of public transport is encouraged, access to a vehicle insured for business purposes is essential.
- The responsibilities outlined above cannot totally encompass or define all tasks which may be required of the post-holder, and you may be asked to perform any other duty as directed from time to time.



## Person specification

### Experience and qualifications

#### Essential:

- Experience of developing and maintaining excellent working relationships with decision makers in grant making organisations
- Experience of giving advice on running successful fundraising campaigns
- Experience in securing funding from grant making bodies
- Experience of delivering and leading fundraising training sessions aimed at a variety of audiences

#### Desirable:

- Experience of working within the church, heritage or environmental sector, either in a paid or voluntary capacity, ideally in relation to giving or fundraising

### Skills/Aptitudes

- Understanding of the environmental and church fundraising landscape, with particular reference to grants, statutory and community fundraising
- Understanding of, and an ability to develop, good relationships and work with representatives of the churches in the dioceses regardless of their church traditions
- The ability to communicate in a clear and lively manner both in writing and verbally
- Excellent IT competency
- Ability to work collaboratively across a diverse organisation
- Highly organised, able to work to tight deadlines and manage conflicting priorities across multiple clients/stakeholders
- Ability to deal sensitively and diplomatically with a range of people
- An understanding of diversity and cross-cultural dynamics
- Ability to maintain a high level of confidentiality
- Willingness and ability to travel across the region – sometimes in the evenings



# Person Specification

## Skill/Aptitudes continued

### Desirable:

- An understanding of, and a commitment to the promotion of, the principles and practice of Christian generosity and giving and a willingness to teach others
- An understanding of the challenges facing local churches
- An understanding of the range of digital giving technologies available to churches

## Character and personal qualities

### Essential:

- In sympathy with the ethos of the Church of England, and comfortable engaging with a worshipping community
- Passionate about the church of England's Net Zero target and the environment.
- Have a clear customer-focused outlook
- Be strongly self-motivated, with the ability to work well both independently and as part of multiple teams





# Terms and conditions

## Hours of work

Full-time, 36 hours per week.

## Salary

£38,230 per annum. Salaries are reviewed annually.

## Term

Fixed-term for three year due to funding available

## Pension

The pension scheme is administered by the Church of England Pension Board. The DBF will contribute 10% of the employee's pensionable salary and the employee may choose to make an additional voluntary contribution of any proportion of their pensionable salary.

## Holiday

25 days per calendar year plus bank holidays, pro rata. The holiday year runs from 1 January to 31 December. Additional discretionary days may be given at Christmas and Easter.

## Other Benefits

Free parking at the office, Cycle to Work scheme, social events, well being support.

## Expenses

All reasonable working expenses, including mileage for travel, will be met at the agreed Diocesan rate.

## Probation

The post will be subject to a six month probationary period



## How to apply

Please apply for this post by submitting your CV to our [online recruitment platform](#)

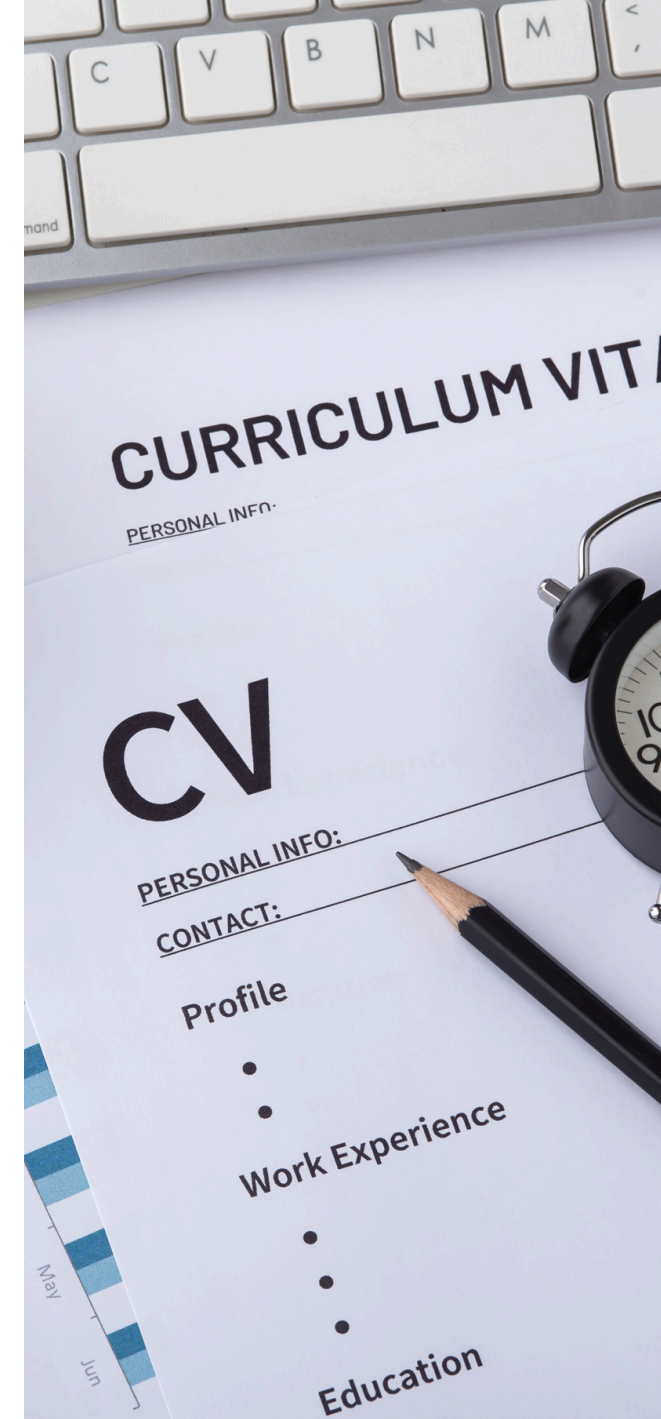
Enita Andrews  
HR Manager  
The Diocese of Bath and Wells  
Flourish House  
Cathedral Park  
Wells BA5 1FD  
Email: [enita.andrews@bathwells.anglican.org](mailto:enita.andrews@bathwells.anglican.org) | Tel: 01749 685113

The closing date for applications is Thursday 22 January 2026.  
Interviews will take place on Tuesday 3 February 2026 in Wells, Somerset.

This appointment is subject to proof of the right to residency in the UK under UK Visa and Immigration regulations.

The Diocese of Bath and Wells is committed to being a truly representative and inclusive community, where everyone is respected, valued, and supported in contributing their skills, experience, and perspectives. We recognise that there is more work to do to ensure our diocese fully reflects the rich diversity of the communities we serve. We are actively learning, growing, and taking steps to address these gaps.

As part of our ongoing commitment to nurturing a diverse and inclusive community, we warmly welcome and encourage applications from individuals and groups who are currently under-represented within the Diocese of Bath and Wells. You can [find out more about how we are championing diversity](#) in Bath and Wells, including the work led by the Revd Narinder Tegally, our UKME Champion.







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