



Policy on Posts to be Held by Christians

CONTEXT

Compassion is an international Christian organisation. The world-wide family of Compassion is a partnership between likeminded national organisations.

Compassion UK (CUK) is an independent ministry organisation that is a member of the Compassion Global Partner Alliance (GPA). The GPA Charter sets out certain values and standards of operation that all members, including CUK, have agreed to work within.

Key statements in the GPA Charter include, *“The GPA’s purpose is to undertake holistic child development as an outworking of shared Christian faith, to glorify God, extend His kingdom, and care for those made in His image, according to the Great Commission as recorded in Matthew 28:19-20 and the Great Commandment as recorded in Luke 10:27.”*

PURPOSE

CUK’s policy on Posts to be held by Christians reflects both its purposes and the spirit and intentions of legislation which outlaws discrimination. CUK is committed to upholding provisions made in the Equality Act 2010, which aims to protect individuals against discrimination based on various protected characteristics, including religion and belief.

This policy has been drawn up under the guidance of the Advisory Conciliation and Arbitration Service (ACAS) document *‘Religion and Belief and the Workplace’* in regard to an occupational requirement (*where the nature of a particular role and the context within which it is carried out causes the religion or belief of an individual to become a reasonable cause for choosing one applicant over another*).

This policy establishes the guidelines by which CUK identifies posts to be held by Christians. The reason for identifying posts to be held by Christians within CUK is to clearly indicate those posts that the organisation believes need to be filled by Christians in order to undertake certain roles and to preserve and develop the distinctively Christian ethos of CUK.

SCOPE

The policy applies to employees, volunteers and key members of the lay leadership, including Board members.

PRINCIPLES

CUK’s purpose (*as expressed in the foundational documents*), can be embodied in the phrase: *“Releasing children from poverty in Jesus’ name”*.

Accordingly, all those in roles that are assessed to be promoting the organisation’s Christian ethos and enabling people to experience, explore and express the faith-based motivation of its work, are required to demonstrate an active personal commitment to the Christian faith, be in agreement with and committed to respect and uphold and commit to work within CUK’s Christian faith-based ethos, faith statements and values.

Individuals in all other roles are expected to respect, uphold and commit to work within CUK’s Christian faith-based ethos, faith statements and values. For these roles we welcome people of all faiths and none.

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CHRISTIAN BASIS OF COMPASSION UK

Compassion UK (CUK) would wish to be seen as a confidently interdenominational Evangelical Christian organisation that is inclusive and compassionate with a strong commitment to collaboration and witness. The organisation seeks, wherever it can, to unconditionally meet the needs of all people regardless of their personal beliefs.

Compassion, past, present and future

The inspiration for Compassion comes from its Christian faith and values. It was established by a desire to put into practice the principles of Christian living and to share the Good News of personal salvation through Jesus Christ.

Compassion has long recognised that many of the values within Christianity are not the exclusive preserve of the followers of Christ. However, Compassion also believes that works and faith go together and accordingly seeks to proactively serve and share the Christian Gospel. This has been our past. This is our present aspiration and our future goal.

CUK's Statement of Faith

We believe in:

- The **Holy Scriptures** as originally given by God, divinely inspired, infallible, entirely trustworthy; and the supreme authority in all matters of faith and conduct...
- **One God**, eternally existent in three persons, Father, Son and Holy Spirit...
- Our **Lord Jesus Christ**, God manifest in the flesh, His virgin birth, His sinless human life, His divine miracles, His vicarious and atoning death, His bodily resurrection, His ascension, His mediatorial work, and His Personal return in power and glory...
- The **Salvation** of lost and sinful man through the shed blood of the Lord Jesus Christ by faith apart from works, and regeneration by the Holy Spirit...
- The **Holy Spirit**, by whose indwelling the believer is enabled to live a holy life, to witness and work for the Lord Jesus Christ...
- The **Unity** of the Spirit of all true believers, the Church, the Body of Christ...
- The **Resurrection** of both the saved and the lost; they that are saved unto the resurrection of life, they that are lost unto the resurrection of damnation.

For further details on CUK's Christian mission, ethos and values please refer to its **Ethos Statement**.

PROCEDURE

1. Defining a 'Christian Organisation'

There are two key activities that a Christian organisation will do that a secular or other faith organisation would not do.

1. A Christian organisation will engage in prayer and worship to God revealed in Christ Jesus. In particular, a Christian organisation will actively seek God's guidance before taking important decisions and ask for God's presence as it implements those decisions.
2. A Christian organisation will seek God's presence within its activities on an ongoing basis. This relationship of prayer, discernment and the presence of Christ can only happen through individuals, albeit individuals working together. Therefore, for an organisation to be Christian there must be within it Christians who are praying and seeking God's will and presence.

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2. Preserving the Christian Ethos

CUK is a Christ-centered organisation. Within the GPA Charter there is an expectation that the following criteria must be met: - *“We confess that Jesus is the Christ and He is Lord of our lives and of the Ministry. Our love of Jesus compels us to love others as He commands and to honour Him in all that we do.”*

Therefore, across the world, Compassion is clear that it wishes to have at the centre of each partner and country office or project Christians who regard Jesus Christ as Lord and Saviour and desire to share their faith with others and make him known, loved and shown in all human relationships.

CUK works to the same principles and sets out below how it demonstrates the level at which a Christian faith is necessary to a post in order to maintain the Christian ethos.

3. Determining whether there is an Occupational Requirement

This qualification, as laid out in current UK legislation, ensures that an organisation can demonstrate, through an instrument such as a person specification, that a faith is necessary to a role or function. Without this requirement, a post cannot be said to need to be filled by a Christian. A number of criteria are to be considered.

1. The post is leading the Christian purpose of the organisation, setting the vision and strategy, understanding and articulating the theology of the organisation.
 - a. *The post holder's work will involve significant influence / shaping CUK's mission*
2. The post is leading the development of or delivering the main Christian activity/ies of the organisation.
 - a. *The post involves evangelical responsibility either at the personal or strategic level*
 - b. *The post is an explicit part of Compassion's Christian mission*
3. The post is representing the Christian purpose of the organisation, speaking, preaching, advocating, writing on behalf of the organisation.
 - a. *The post holder's work will involve significant influence of CUK's reputational position.*
4. The post is being the face-to-face contact with the public, imparting the Christian purpose of the organisation to those whom the organisation serves. (The post holder will act as an organisational role model to internal and/or external contacts).
5. The post is being the “voice” of the organisation, representing the organisation to enquirers, being the point of contact about the organisation.
6. The post is responsible inside the organisation for representing, promoting, maintaining and ensuring the conveyance of the Christian ethos and values of the organisation.
 - a. *The post holder will be involved in significant management or guidance of others.*
 - b. *The post holder will have responsibility for setting operational policy parameters.*
7. The post is leading or supporting the spiritual life of the organisation, conducting acts of worship, partaking in praying with fellow Christians including supporters and colleague retreats, responsible for spiritual development.

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4. Personal Criteria for Appointment to a Post to be held by a Christian

It is expected that candidates for posts to be held by Christians will be able to demonstrate some or all of the following:

1. An active personal commitment to the Christian faith.
2. An active involvement in worship and community in a Christian church (*and to be able to demonstrate that involvement e.g. by reference from a church leader*).
3. An ability to contribute to the spiritual life of CUK (by e.g. prayer for supporters and colleagues; worship, and bible study for encouragement or exposition).
4. An agreement with; and a commitment to respect and work within Compassion's Christian mission, values and faith statements.
5. An ability to promote the Christian ethos of CUK and enable others to experience, explore and express the faith based motivation of its work

5. Demonstration of Commitment

The primary method of evidencing compliance will be through the completion of the application form by the candidate. This will be amplified through:

- Disclosure of church membership/attendance and theological study/interest etc.
- For new applicants, one of the referees will be the candidate's church leader when available, otherwise, a senior member of the candidate's church or fellowship.
- A willingness to participate in CUK's worship and prayer life.

Evidence is also likely to be reflected through considering whether statements are in line with the UK Evangelical Alliance descriptions as below:

The Christian expression of Faith which:

- States that God is the sole Creator.
- Determines that each individual is uniquely made in the image of God although is also fallen.
- Declares that Jesus Christ is the Son of God who came to save humankind from sin.
- Provides for a relationship with the living God in the person of Jesus Christ that defines what being a Christian means.
- Equips the Christian to live life through the power of the Holy Spirit and grow in holiness.
- Finds authoritative expression of its doctrine and moral character in the Bible.

Furthermore, the expression of that Christian Faith:

- Honours, obeys and glorifies God, acknowledging God's sovereignty.
- Nourishes the spiritual life and is fully committed to developing it
- Believes that the love of God in Jesus Christ reaches out to all people.
- Knows God through the person of Jesus and seeks to follow His way of life, modelling love, peace, justice and forgiveness in attitude and behaviours
- Embraces the power of the Holy Spirit as the source of strength for living.

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6. Changes in belief

CUK recognises that personal belief is dynamic and enters employment relationships in good faith and expects the same from its employees. Therefore, for anybody who during their work finds, or it is found that, their personal beliefs are no longer in congruence with the personal criteria above, CUK will take appropriate action following the principles as laid out in the procedures for “modifications of role” for connected parties.

The circumstances will be reviewed and, where possible, reasonable adjustments will be made to the role and CUK will explore ways in which support can be given. This is, of course, without prejudice to the standard terms and conditions implicitly and explicitly applying to general work performance.

7. Existing Post-holders who do not have a personal active commitment to the Christian Faith

In the unlikely event that situations arise where an existing post holder finds him/herself in a post re-designated as a post to be held by a Christian, CUK will take appropriate action following the principles as laid out in the procedures for “modifications of role” for connected parties.

The circumstances will be reviewed and, where possible, reasonable adjustments will be made to the role and CUK will explore ways in which support can be given. This is, of course, without prejudice to the standard terms and conditions implicitly and explicitly applying to general work performance.

8. Process for determining posts to be held by Christians

All posts will not be restricted to be held by Christians unless specifically designated as being a post to be held by a Christian.

All new posts will be assessed against the Policy on Posts to be Held by Christians for a decision as to whether the position will be designated as a post to be held by a Christian through the completion of an OR Assessment (See separate OR Assessment Form).

All vacant positions will require an OR assessment to be completed as part of the vacancy procedure process by a minimum of two appropriately skilled persons (usually the recruiting line manager and a member of the HR function) who will assess the position to the promotion of the Christian faith within and without CUK and determine its requirement for a Christian or otherwise.

It is the recruiting line manager’s responsibility to review all positions as they become vacant to test whether there is an occupational requirement for the role to be filled by a Christian and then ensuring those recruited to the post fulfil the criteria by which a person’s Christian faith is measured.

On an annual basis a review of all posts will be undertaken. The line manager and the employee will meet and review the job profile in line with the Policy on Posts to be held by Christians.

Arising from this conversation, where it is felt that there are sufficient reasons for a position to be held by a Christian a recommendation (or recommendations if they come to different conclusions) will be made to the Human Resource Director.

Where the employee or the line manager is unsatisfied with the decision made by the Human Resource Director, they may seek for the matter to be reviewed by the Senior Director Support Services (SDSS). The

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SDSS's decision will be final, unless a further appeal is made based on a breach of procedure, on the ground that their decision is one that no reasonable adjudicator would have made.

9. Essential/Desirable Criteria

In order to “preserve and develop the distinctively Christian nature of CUK,” an essential requirement will remain in the person specification for any job within CUK that the holder is expected to respect, uphold and commit to work within Compassion's Christian faith-based ethos, faith statements and values.

10. Promotion of Policy on Posts to be held by Christians

All applicants for employment with CUK will have access to CUK's Statement of Faith, its Ethos statement and Policy on Posts to be Held by Christians prior to interview. These documents will normally be part of the application 'pack' on our website. It will also be presented at the induction day for new employees.

This is done so that all those taking on employment with CUK will know from the outset the Policy on Posts to be Held by Christians.

11. Terms and Conditions

The terms and conditions statement will contain a paragraph drawing attention to CUK's Posts to be Held by Christians Policy and its implications.

12. Non-appointment of a Christian in a post to be held by a Christian

In circumstances where all attempts have failed to fill a post to be held by a Christian with a Christian, CUK will, by exception, follow the principles as laid out in the procedures for “modifications of role” for connected parties.

VERIFICATION AND COMPLIANCE

The HR function will retain a list of current posts that have been designated as necessary to promoting CUK's Christian ethos and to enable people to experience, explore and express the faith-based motivation of its work. Accordingly, the person specification requires the post holders to demonstrate an active personal commitment to the Christian faith.

CUK will review any requirements for a post holder to be a committed Christian when a post becomes vacant or a new post is created. The list of posts to be held by Christians will be updated should there be any changes.

In July of each year, the HR function will prepare an annual cross-departmental evaluation and appraisal to ensure consistency of application of the Policy on Posts to be held by Christians. Any anomalies will be identified and be subject to a re-application of the process outlined above.

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Applicable LEGISLATION/REGULATIONS/GUIDANCE

| Details | Link |
|---|---|
| The Equality Act 2010 | http://www.legislation.gov.uk/ukpga/2010/15/contents |
| ACAS Guide 'Religion & Belief in the Workplace' | http://www.acas.org.uk/media/pdf/d/n/Religion-or-Belief-and-the_workplace-guide.pdf |

Associated Policies and supporting documentation:

| Access documents using CASCADE's Company Document Feature | |
|---|------------------------------------|
| Statement of Faith | Keyword search 'Faith' |
| Ethos Statement | Keyword search 'Ethos' |
| Equal Opportunity & Diversity Policy | Keyword search 'Equal Opportunity' |
| Occupational Requirement (OR) Assessment Form | Keyword search 'OR' |
| Guidance on Occupational Requirement Assessments | Keyword search 'OR' |

This policy will be reviewed every three years. Review history:

| Version | Approval date | Approved by | Details |
|---------|---------------|-------------------------|--|
| One | 01/05/2008 | CUK's Board of Trustees | Reviewed and superseded by Version Two |
| Two | 12/10/2015 | CUK's Board of Trustees | |

Compassion UK reserves the right to review, revise, amend or replace the contents of existing policies and procedures and to introduce new policies and procedures from time to time to reflect the changing needs of the organisation. In cases where policies and procedures or guidelines conflict with related legislation, current related legislation always takes precedence.

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