

Volunteer Role Description and Person Specification

ROLE TITLE	Member of the Joint Advisory Committee on the Ethics of Investment (JACEI)
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ROLE PURPOSE AND OBJECTIVES

JACEI was established by the Methodist Conference to provide a mechanism for the Methodist Church to tackle ethical dilemmas associated with investment. Whilst the Central Finance Board (CFB) has legal responsibility for making the final decision on the purchase or disposal of any investment, JACEI provides the CFB with advice on ethical issues and reports to the Methodist Conference on CFB compliance with the aims and objectives of the Church. Where appropriate, JACEI also acts as an advocate in respect of any ethical policy of the CFB, or any investment decision taken on ethical grounds. The work of JACEI is an important component in the Connexional desire to be a Justice- Seeking Church.

ROLE DIMENSIONS

RESOURCES UNDER CONTROL

Direct reports	N/A
Resources	N/A

ROLE EXPECTATIONS

As a volunteer member of the Joint Advisory Committee on Ethical Investment (JACEI), individuals are expected to contribute time, expertise, and thoughtful engagement to support the Committee's work and purpose.

Role expectations:

1. To prepare for and participate fully in the meetings of JACEI, which are held four times a year, either in person or online.
2. To maintain and offer relevant expertise, knowledge, insights, and/or theological reflection to inform and enrich the Committee's deliberations and decision-making.
3. To engage in e-mail correspondence between meetings and occasionally in electronic decision-making.
4. To attend occasional additional meetings or discussions on specific issues organised by JACEI, CFB/Epworth or other organisations, where availability allows.
5. To engage in the work of advocacy for ethical investment with the Methodist Church or the wider investment community, when invited to do so on behalf of JACEI by the Chair
6. To maintain a layperson's interest in issues of ethical investment
7. To uphold the collective responsibility of the Committee, supporting agreed decisions and representing the Committee's work with integrity.

Person Specification

	Essential	Desirable	Assessment Method
Experience and Knowledge			
Experience of participating in a committee of the Methodist Church at church, circuit, district or Connexional level.		X	A, I
Knowledge of ethical investment or of justice, social, environmental, or governance issues relevant to the Committee's work gained through academic study, professional practice, voluntary activity, or lived experience.	x		A, I
An active interest in the ethical dimensions of investment and their impact on society and the Church. This understanding may have been gained through academic study, professional practice, voluntary activity, or lived experience.	X		A, I
Proven Abilities and Skills			
Ability to work collaborative and constructively as part of a committee, contributing to shared decision making.	X		A, I
Ability to absorb quickly, evaluate and respond to a wide range of detailed and sometimes complex issues.	X		A, I
Ability to think strategically and contribute to longer-term reflection and direction.		X	A, I
Ability to reflect theologically on issues around ethical investment		X	A, I
Ability to communicate effectively, orally and in writing.	X		A, I
Ability to work as part of a team	X		A, I
Personal Qualities			
Demonstrates an understanding and is supportive of the work and mission of the Methodist Church	X		A, I
Member in good standing of the Methodist Church in Britain	X		A, I

Method of Assessment: **A** – Application Form; **I** – Interview; **W** – Written exercise; **P** – Presentation; **G** – Group exercise; **Q** – Proof of qualification (e.g., certificates or transcripts)

Please note: We reserve the right to assess any other aspects of the role using a format not previously described.

TERMS OF APPOINTMENT

1. **Nomination** is by the Connexional Council. Members shall serve for an initial term of three years, which may be renewed for a further three-year term.
2. **References:** All role offers of appointment are conditional on the receipt of two satisfactory references. For Ordained Ministers: one reference from your Chair of District or Warden of the Methodist Diaconal Order, and the other from your Superintendent. For Lay Volunteers: one professional who can broadly represent your professional work and personal interests; and one from someone who can broadly represent your church-related roles and commitments, such as your minister, Chair of District or another representative person. Referees should know you well and not be related to you.
3. **Expenses:** It is a voluntary appointment with full reimbursement of all agreed expenses in accordance with the Methodist Church's Travel and Expenses Policy.
4. **Time commitment:** Approximately 3 - 4 days each year, to include
 - Preparation for and presence at JACEI committee meetings – four times a year, usually from 12.30-3.30pm, can be on zoom or in person at Methodist Church House
 - Other meetings, reading or correspondence as appropriate