



STELLA MARIS

Appointment of Regional Community Engagement Officer for North of England

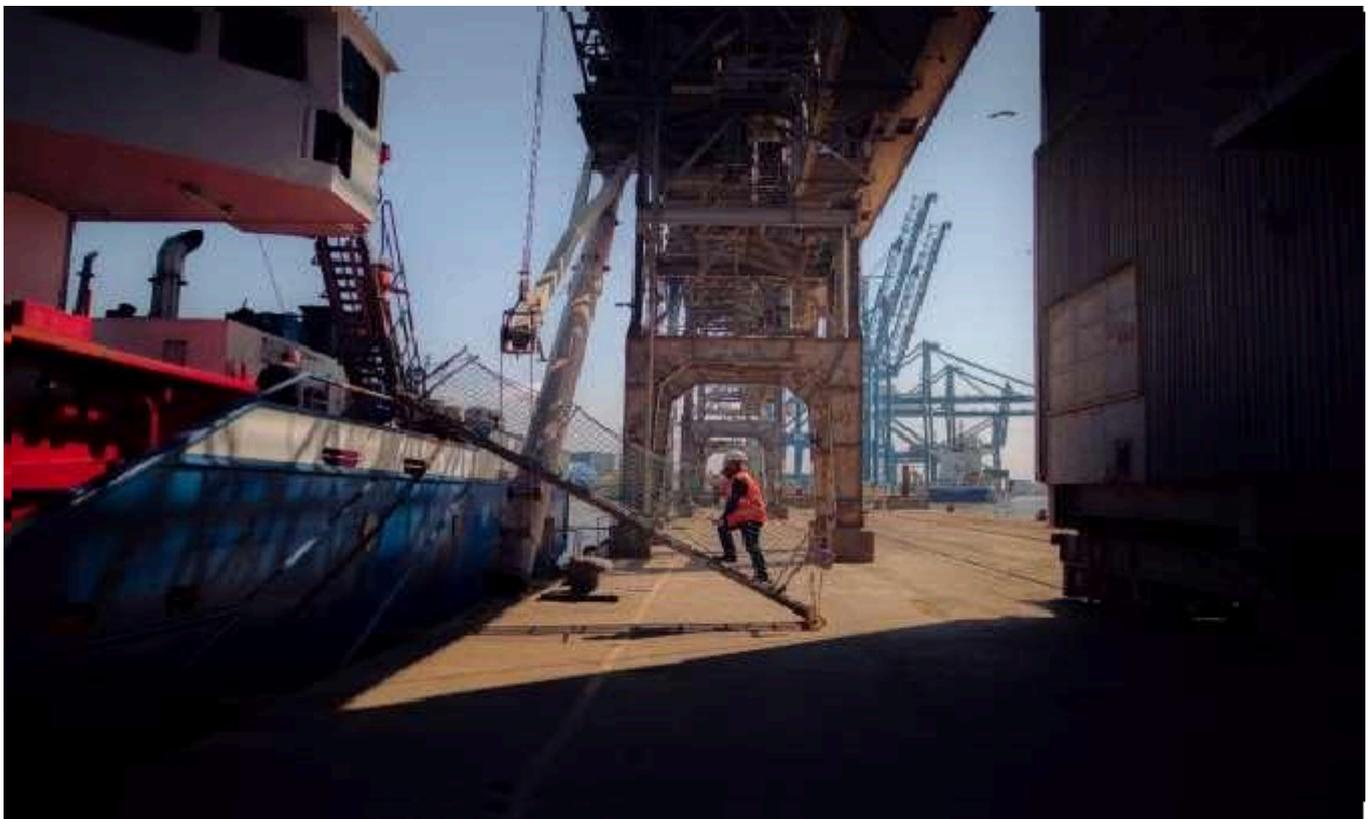


Candidate Pack

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Thank you for your interest in this post. This information pack is designed to help you with your application. Please read it carefully before submitting your application. If you have any questions that are not addressed in this pack, then please contact: recruitment@stellamarismail.org



Welcome

Who we are. Stella Maris is the largest ship visiting network in the world, with over 1,000 chaplains and volunteers in 350+ ports across 50+ countries. Specifically, within Stella Maris UK, we employ a team of 22 chaplains supported by 75 volunteer ship visitors, and numerous parish contacts in the heart of local communities. Within the Management Team, our support staff of 20 people are primarily based in our London office, with some members of staff working from Scotland and the Regions. As an organisation, we work very closely with the clergy, our sister maritime charities, as well as national and international maritime organisations and industry.

Mission. Our mission is to provide practical, pastoral and spiritual support to seafarers, fishers and their families regardless of creed, gender or ethnicity, primarily by ship visiting.

History. Formerly known as Apostleship of the Sea, Stella Maris was founded in Glasgow in 1920 and ran large seafarers' hostels in all the major port towns where seafarers could stay while their ships were in port. Since then, international shipping has changed dramatically and whilst the nature of our work may have evolved, our founding belief that every seafarer and fisher deserves fair working conditions, respect for their human rights and very best we can offer remains at the heart of what we do.

The Future. It is our goal to improve the first-class service we currently deliver, so that Stella Maris continues to grow to reach more seafarers, fishers and their families. Our website (www.stellamaris.org.uk) provides further detail regarding our mission and values and the difference we make to the lives of the 'People of the Sea'.

Stella Maris is growing as a charity, in terms of income generation and new programmes of activity around the world. Currently we have a strong team of staff members in our Support Team, and this post holder will initiate and establish an effective regional community engagement in the north of England region to develop and grow communications with our donors and supporters.

This is an exciting opportunity for a dynamic, motivated, and passionate individual who will enjoy working in a community engagement role to support the charity to achieve our mission to support seafarers, fishers and their families around the world. If you share our passion to support the People of the Sea and the mission of Stella Maris by being an integral member of our team, we very much look forward to hearing from you.



Tim Hill MBE
Chief Executive
Officer



Anne McLaren
Senior Area Port Chaplain
(North of England)

“Each of you should use whatever gift you have received to serve others, as faithful stewards of God’s grace in its various forms.” 1 Peter 4:10

JOB DESCRIPTION

Title of Post:	Regional Community Engagement Officer for North of England
Responsible to:	Senior Area Port Chaplain – North of England
Hours:	This post is offered on a part-time to full-time basis, equivalent to 3–5 days per week (with a paid 1-hour lunchbreak).

MAIN PURPOSE OF THE JOB

Reporting to the Senior Area Port Chaplain for North of England the Regional Community Engagement Officer for North of England is responsible for Parish promotion in this region, partnership within local maritime charities and industry, and promotion within colleges and schools.

DUTIES AND RESPONSIBILITIES

1. Operations:

- To develop a programme of engagement with Roman Catholic parishes and schools in the North of England.
- To foster engagement and awareness in the North of England to support the fundraising, prayer support and volunteer recruitment of Stella Maris.
- To maximise parish support for Stella Maris in the North of England through the engagement of clergy and laity, and the recruitment, development and motivation of a network of parish contacts.
- To support all fundraising and communications activity in the North of England, in particular the annual Sea Sunday appeal through, amongst other things, the placement of parish contacts and speakers.
- To grow Sea Sunday income.
- To lead on the recruitment, support and motivation of a network of parish contacts in the North of England, enabling them to promote the ministry of Stella Maris and undertake community fundraising.
- To develop a plan to grow the number of parish contacts and their engagement with Stella Maris.
- To liaise closely with clergy along with groups and organisations at parish and diocesan levels.
- To visit clergy to increase their engagement with Sea Sunday and develop parish contacts.
- To undertake parish visitations to better understand parishes and find ways to engage on Sea Sunday and at other moments through the year.
- To foster positive relationships with colleges and schools. To develop a strong partnership with individual and groups of schools and teachers who are kept aware of, and engaged in, the work of Stella Maris.

- To maintain/develop partnerships with Catholic groups which do/may support Stella Maris, e.g. the Catenian Association, the Knights of St Columba, the Union of Catholic Mothers, Justice and Peace etc.
- To lead on Stella Maris' Masses and receptions, Christmas Carol services, annual Holy Island Pilgrimage and community fundraising events in the North of England.
- No job profile can cover every issue which may arise within the post at various times and the post holder is expected to carry out other duties from time to time.

2. General Tasks: Perform any other duties and responsibilities as designated by the Senior Area Port Chaplain.

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PERSON SPECIFICATION

Required Elements.

- Minimum of A-levels, Scottish Highers, or equivalent qualification.
- Proven experience in community engagement, volunteer coordination, or supporter development.
- Experience building positive relationships with clergy, parish communities, schools, or other community groups.
- Track record of organising and delivering fundraising, awareness-raising, or community events.
- Experience working independently, managing time, priorities, and stakeholder relationships effectively.
- Strong communication and interpersonal skills, with the ability to engage confidently with a wide range of people, including volunteers and senior church representatives.

Desired Elements.

- Experience working within a faith-based, charitable, or membership organisation.
- Familiarity with the structures of the Catholic Church and experience engaging with Catholic parishes, schools, and community groups.
- Experience in developing and growing volunteer networks or community-based fundraising initiatives.
- Previous involvement in event planning, particularly Masses, receptions, or community fundraising activities.

Salary and Conditions of Service

Salary: £35,000 p.a.

Hours of work: Between 24 to 40 hours (with paid 1 hour lunch break). This post is offered on a part-time to full-time basis, equivalent to 3–5 days per week.

Location: Based in the North of England.

Leave arrangements: 28 days per annum FTE plus bank and statutory holidays.

Pension: Stella Maris operates a pension scheme (up to 6% matching contributions). Full details, and terms and conditions of employment will be issued if an offer of employment is made.

Right to Work in the UK: Applicants must already have the legal right to live and work in the United Kingdom at the time of application. The organisation is unable to provide visa sponsorship for this role.

Pre-employment Checks: Appointment will be subject to satisfactory references and a Basic Disclosure and Barring Service (DBS) check

Recruitment Process

If you would like to apply for this position, please send the following to recruitment@stellamarismail.org :-

- An up-to-date CV outlining your employment history, academic and professional qualifications, and contact details.
- A supporting statement (no more than 2 x A4 pages) demonstrating how you meet the criteria outlined in the job description and person specification, and why you are interested in becoming the Regional Community Engagement Officer (Northern England) at Stella Maris.

Key Dates

Closing date for applications	2359 hours on 19 April 2026
Shortlisting	22 April 2026
Candidates notified of shortlisting results	23 April 2026
1 st Round interviews	30 April 2026
2nd Round of interviews	1 May 2026
Candidates notified of outcome	1 May 2026

