

Role Description: Member - Equality, Diversity, Inclusion and Belonging subcommittee

Role	Member of the Equality, Diversity, Inclusion and Belonging Subcommittee
Parent Committee	Faith in Action Committee
Main point of contact	Convenor of the subcommittee; Secretary of the subcommittee
Sources of support	As above; Deputy General Secretary (Faith in Action)
Time commitment	The subcommittee meets three times per year, normally online via video-conference (e.g. Zoom or Teams). Hybrid meetings may be arranged. Members serve for a four-year term. Papers are issued one week in advance of meetings and should be read in advance. Additional meetings may be scheduled with reasonable notice if business requires. From time to time, members may be invited to join short-life working groups for specific pieces of work.
Remuneration	Subcommittee members are not remunerated. Financial expenses incurred for attending meetings or while undertaking the work of the subcommittee will be reimbursed in accordance with the URC's expenses policy.

Background

The Equality, Diversity, Inclusion and Belonging (EDIB) Subcommittee is a subcommittee of the Faith in Action Committee and is accountable to the General Assembly via the Faith in Action Committee. Its role is to remind the denomination that equalities, inclusion, diversity and belonging are enshrined in its theology, life and work, and to challenge the practice of the United Reformed Church where appropriate.

The subcommittee supports the United Reformed Church in embedding equality across all aspects of its life, work, and theology. Its remit is to guide the development of inclusive policies and practices that reflect the Church's commitment to equity and belonging. It aims to foster a culture where everyone feels fully included and valued, within the Church and in wider society, by:

- Monitoring and, where necessary, challenging Church practices.
- Developing and sharing resources.
- Supporting and leading relevant initiatives.
- Listening to and amplifying the voices of those on the margins of Church or society.

The subcommittee responds both to emerging issues in the Church and the world, and to concerns raised by individuals, other committees, or interest groups. It develops detailed policies and monitors their implementation and effectiveness, reporting regularly to General Assembly.

Subcommittee Summary

See attached Terms of Reference.

Principal responsibilities and duties

Attending and participating in meetings

1. Attend as many of the subcommittee's meetings as practicably possible. Must be able to commit to attend 75% (or at least two out of three) meetings per year.
2. Read all papers carefully in advance of each meeting in order to participate in discussions and ask appropriate questions.
3. Be familiar with the subcommittee's Terms of Reference.
4. Be willing to support particular pieces of subcommittee work outside of meetings from time to time, including joining working groups or task groups.

Contributing to the work of the subcommittee

1. Contribute to the development of detailed equality, diversity, inclusion and belonging policies for the URC.
2. Participate in monitoring the implementation and effectiveness of existing policies across the denomination.
3. Help identify emerging issues in the Church and wider society that require the subcommittee's attention.
4. Contribute to the drafting and review of papers for General Assembly, Assembly Executive, or the Faith in Action Committee as required.
5. Support the subcommittee in listening to and amplifying the voices of those on the margins of Church or society.

Working with other committees and stakeholders

1. As required, work collaboratively with other committees on joint areas of work.
2. Be willing to attend other meetings on behalf of the subcommittee from time to time.

Training

1. Undertake training in key areas as highlighted within the induction and through ongoing conversation with the Convenor or Secretary.

Expected standards

1. Promote a culture of open and effective communication.
2. Actively foster an environment which nurtures equality and cherishes diversity.
3. Take responsibility for own personal development and develop skills and knowledge applicable to this role.
4. Uphold the principles of safer recruitment in all aspects of the subcommittee's work.

This role description reflects the overall scope and responsibilities of the role. However, it may change and evolve over time to meet organisational needs and this role description will therefore be subject to periodic review and change if required.

Person Specification

Role: Member of the Equality, Diversity, Inclusion and Belonging Subcommittee

Requirements	Essential	Desirable
Experience and Knowledge	Understanding of equality, diversity, inclusion and belonging issues, particularly within a faith context	Experience of working with or advocating for marginalised communities
	Knowledge of URC governance structures or a willingness to learn	Experience of policy development or monitoring
	Understanding of the principles of safer recruitment or a willingness to learn	Understanding of the URC's conciliar structure and decision-making processes
Skills and Abilities	Work collaboratively with a diverse range of people	Ability to bring a critical and constructive voice to group discussions
	Good communication skills and a willingness to participate in discussions	Ability to express complex ideas clearly both orally and in writing
	Good IT skills including Microsoft Office, Zoom and email	
Other	Member of the United Reformed Church	
	Commitment to embedding principles of Equality, Diversity and Inclusion	