

# POLICY ON POSTS TO BE HELD BY CHRISTIANS

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Policy Owner:	Director of People and Culture
Distribution:	Internal and External
Last Approval Date:	10 November 2023
Next Approval Date:	November 2026

Compassion UK and Compassion Ireland (“Compassion”) reserve the right to review, amend, modify, and update its policies and procedures at any time and without prior notice to adapt to changing business needs, legal requirements, and best practice.

Please Note: Printing this document may make it obsolete.

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## 1. INTRODUCTION

Compassion UK and Compassion Ireland (“Compassion”) are members of the Compassion International Global Partner Alliance which consists of autonomous Christian organisations throughout the world united to accomplish a shared purpose and by a common mission to release children from poverty in Jesus’ name. Global Partner Alliance members are united by the tenets of a common Statement of Faith adopted from the World Evangelical Alliance.

As a Christian organisation Compassion has three key distinctives which include the commitment to Christ, the Church and Children (commonly referred to as “The 3 Cs”). Jesus is at the heart of what Compassion does for children and their families irrespective of their background or belief. Everything Compassion does is meant to reflect God’s heart. We believe God guides us in multiple ways (scripture, prayer, wise counsel, expertise) to make community-affirmed, Spirit-led decisions as we pursue God’s will in accomplishing our mission together.

## 2. PURPOSE

The purpose of this policy is to set out Compassion’s consistent approach to identify and review posts with an occupational requirement for the post-holder to have a personal belief in, and commitment to, Compassion’s ‘Statement of Faith’.

## 3. SCOPE

This policy applies to all employees and associated personnel.

This policy is intended to reflect both the purposes, spirit, and intentions of legislation which outlaws discrimination and Compassion’s charitable objective to advance Christian faith and preserve its distinctively Christian ethos.

The detailed guidance and procedures on how to implement the standards set out this ‘Policy on Posts to be held by Christians’ are documented separately as outlined in the ‘Appendix – Implementing Procedures’.

This is a shared policy that covers Compassion UK and Compassion Ireland under the same policy. Where relevant and applicable, some aspects of the policy may be customised to ensure compliance with relevant laws and regulations for each entity.

In the event of any conflict or inconsistencies between the policy and applicable legislation for each entity, the legislation will always take precedence.

## 4. STANDARDS

- 4.1. Compassion is committed to creating an environment which promotes the organisation’s Christian ethos and enables people to experience, explore and express the faith-based motivation of Compassion’s work.
- 4.2. Certain roles within Compassion have a genuine, legitimate and justified occupational requirement, for the post-holder to:
  - 4.2.1. demonstrate an active personal commitment to the Christian faith as set out in Compassion’s Statement of Faith;
  - 4.2.2. be in agreement with and committed to respect, uphold and work within Compassion’s Christian faith-based ethos, faith statements and values.

Post-holders in all other roles are expected to respect, uphold and commit to work within Compassion’s Christian faith-based ethos, faith statements and values. For these roles Compassion welcomes people of all faiths and none.

# POLICY ON POSTS TO BE HELD BY CHRISTIANS

- 4.3. All roles which have significant leadership or representative responsibilities, or that are central to fulfilling the aims and purposes or developing and maintaining our Christian ethos, will be held by Christians. This will include roles with line management responsibilities and public facing roles with potential new or existing supporters.
- 4.4. All other posts which involve **at least three** of the following essential criteria must also be held by Christians:
- 4.4.1. Leading the Christian purpose of the organisation and having significant influence in shaping the vision, mission and strategy of the organisation including understanding, and articulating the theology of the organisation.
  - 4.4.2. Leading the development of or delivering the main Christian activities of the organisation. This includes evangelical responsibility either at personal or strategic level. The post is an explicit part of Compassion’s Christian mission.
  - 4.4.3. Representing the Christian purpose of the organisation, speaking, preaching, advocating, writing on behalf of the organisation and having significant influence of Compassion’s reputational position.
  - 4.4.4. 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.
  - 4.4.5. Being the “voice” of the organisation, representing the organisation to enquirers, being the point of contact about the organisation.
  - 4.4.6. Being responsible inside the organisation for representing, promoting, maintaining, and ensuring the conveyance of the Christian ethos and values of the organisation. The post-holder will be involved in significant management or guidance of others and/or responsibility for setting operational policy parameters.
  - 4.4.7. Leading or supporting the spiritual life of the organisation, conducting acts of worship, partaking in praying with fellow Christians including supporters and colleagues, responsible for spiritual development.

The criteria outlined above **must be** crucial to the role and directly related to the nature of the post.

## 5. DEFINITIONS

### Associated Personnel

Refers to casual workers, apprentices, volunteers, trustees, ambassadors, and independent contractors, working on Compassion’s behalf.

## 6. ASSOCIATED POLICIES AND PROCEDURES

The following policies and procedures are linked, connected, co-related or relevant to this policy. The implementing procedures are subset of this policy and provide detailed guidance on how to implement the standards set out in this policy.

### Associated Policies

- Ethos Statement
- Equality Equity Diversity and Inclusion Policy
- Statement of Faith

### Implementing Procedures

- Procedures for identifying, recruiting and monitoring roles with an occupational requirement.
- Occupational Requirement Assessment Process

# POLICY ON POSTS TO BE HELD BY CHRISTIANS

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## 7. POLICY APPROVAL AND REVISION HISTORY

**Review Frequency:** This policy will be reviewed and approved every three (3) years.

Version Number	Approval Date	Changes Made
V1.0	1 May 2008	
V2.0	12 October 2015	
V3.0	February 2017 June 2020	
V4.0	4 October 2022	A new a blanket principle that all roles which have significant leadership or representative responsibilities, or that are central to fulfilling the aims and purposes or developing and maintaining our Christian ethos, will be held by Christians.
V5.0	10 November 2023	New single policy document that covers Compassion UK and Compassion Ireland under the same policy.

# POLICY ON POSTS TO BE HELD BY CHRISTIANS

## APPENDIX: IMPLEMENTING PROCEDURES

These procedures provide guidance on the implementation of the standards set out in the **Policy on Posts to be held by Christians** for better understanding in the fulfilment of the requirements and to ensure effective and consistent implementation.

Version Number:	V5.0
Procedure Approval Authority:	Executive Team
Procedure Owner:	Director of People and Culture
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### 1. DETERMINING AN OCCUPATIONAL REQUIREMENT

- 1.1. The People Manager and the People and Culture Team are responsible for assessing new and vacant posts using the pre-determined criteria set out in the standards of this policy to determine whether the position will be designated to be held by a Christian.

### 2. RECRUITMENT AND SELECTION

- 2.1. Posts will not be restricted to be held by Christians unless specifically designated using the essential criteria set out in the standards of this policy.
- 2.2. New and vacant posts will be assessed against this policy 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 'Occupational Requirement Assessment Process'. This process is conducted by the recruiting line manager and the People and Culture team.
- 2.3. From the outset, applicants will be provided with this policy and Compassion's 'Statement of Faith', 'Ethos Statement' and 'Equality, Equity, Diversity and Inclusion Policy'. The application pack will also include the person specification that candidates will be required to demonstrate:
  - 2.3.1. An active personal commitment to the Christian faith.
  - 2.3.2. An active involvement in worship and community in a Christian church or other informal Christian settings (and to be able to demonstrate that involvement e.g., by reference from a church leader).
  - 2.3.3. An ability to contribute to the spiritual life of Compassion (by e.g., prayer for supporters and colleagues; worship, and bible study for encouragement or exposition).
  - 2.3.4. An agreement with; and a commitment to respect and work within Compassion's Christian mission, values, and faith statements.
  - 2.3.5. An ability to promote the Christian ethos of Compassion and enable others to experience, explore and express the faith-based motivation of its work.

# POLICY ON POSTS TO BE HELD BY CHRISTIANS

## 3. MODIFICATIONS

3.1. Compassion will, by exception to this policy, objectively consider (without prejudice) and (where possible) make necessary and reasonable modifications as follows:

### 3.1.1. Recruitment Challenges

In circumstances where all attempts have failed to fill a position where the post-holder is required to have a personal commitment to Christian Faith.

### 3.1.2. Changes in belief

In circumstances where a post-holder during their employment or engagement finds, or it is found that, their personal beliefs are no longer in congruence with the personal specification above.

### 3.1.3. Re-designation of existing post

In the unlikely event that an existing post is re-designated to have an occupational requirement.

## 4. MONITORING REVIEWS

4.1. On an annual basis a review of all posts will be undertaken as part of Performance Development Reviews where the line manager and the employee will also review the job profile in line with this policy. This is to ascertain whether the need for an occupational requirement for the role holder to be a Christian or not is still relevant to the role and ensure employees have clear understanding of the expectations under this policy.

4.2. The People and Culture Team will retain an up-to-date list of all posts that have been designated as necessary to promoting Compassion's Christian ethos.

4.3. Compassion 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.

4.4. The People and Culture Team will be responsible for ensuring consistency of application of the Policy on Posts to be held by Christians across the organisations. Any anomalies will be identified and be subject to a re-application of the process outlined above.

## 5. PROCEDURE APPROVAL AND REVISION HISTORY

**Review Frequency:** This procedure will be reviewed and approved every three (3) years alongside the review of the policy document or where necessary upon any significant change to current practice (whichever happens first).

Version Number	Approval Date	Changes Made
V1.0	1 May 2008	
V2.0	12 October 2015	
V3.0	February 2017 June 2020	
V4.0	4 October 2022	
V5.0	1 November 2023	New single procedure document that covers Compassion UK and Compassion Ireland under the same procedure and featured as an appendix to the policy document.