

STATE OF THE UNION

STRENGTHENING THE BOARD

Applicant Pack

Non-Executive Expert Advisor (NEEA)
Compliance & Audit



Seventh-day
Adventist[®] Church
BRITISH UNION CONFERENCE

Compliance & Audit role

Introduction

The British Union Conference of Seventh-day Adventists (BUC) operates within the United Kingdom and Ireland (UK and EU). It serves as the General Conference of Seventh-day Adventists (Head Office) in this Territory. Therefore, its remit and part of its mission-focused strategy derives from the General Conference (GC) in the USA.

The BUC also operates as a governing charity of the territory. Therefore, it operates as a Church (strategic only), a Corporation (UK & EU) and a Charity (England and Wales, Scotland, and Republic Of Ireland Charity Law). All 3 strategic areas require attention as it is expected that the BUC and its territory must comply with UK legislation and best practice while being able to provide advice and guidance to the Territory.

The territory includes:

The South England Conference

The North England Conference

The Scottish Mission

The Welsh Mission

The Irish Mission - including Northern Ireland and Republic of Ireland)

Purpose of the role

The Board Member for Compliance is responsible for overseeing The BUC's compliance with legal, regulatory, and ethical standards. This role is a position on the company's Board of Directors and necessitates compliance with all requirements, including statutory obligations, as a Board Member.

Key responsibilities:

As a champion and advocate for high ethical standards, this position plays a vital role in promoting and facilitating initiatives across all levels of our organisation. These initiatives are aimed at bolstering The BUC's commitment to ethical practices, ensuring that such principles are deeply embedded within the culture and underpinned by its values.

This role requires coordinating the Board's efforts to maintain transparent and effective communication with regulators. Such a responsibility involves steering the Board adeptly through the complexities of compliance obligations, ensuring that The BUC navigates these challenges successfully.

In terms of risk management, this role is essential in enhancing The BUC's capabilities to identify, assess, and mitigate compliance risks efficiently. By overseeing the creation of risk assessment

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The President's Office

methodologies and the implementation of control measures, it enables a systematic approach to managing potential risks, thus safeguarding the BUC's integrity.

The ideal candidate for this role will be responsible for ensuring that the board takes ownership or the establishment, implementation, and maintenance of adequate policies and procedures sufficient to ensure compliance with The BUC's obligations under the industry regulatory system.

This position is also tasked with supporting the leadership in initiatives aimed at educating and training employees on compliance policies, procedures, and ethical standards is paramount.

Person Specification

Skills required:

- Expert knowledge of legal and regulatory requirements.
- Strong leadership and strategic planning skills.
- Excellent analytical, problem-solving, and decision-making abilities.
- Effective communication and interpersonal skills, capable of maintaining strong relationships with internal and external stakeholders.
- High ethical standards and professionalism.

Experience and expertise:

- In-depth knowledge of the regulatory landscape including international compliance standards where applicable.
- Proven track record of developing and implementing compliance programs.
- Experience in dealing with regulatory bodies and understanding of audit processes.
- Previous board-level experience or significant senior management experience is preferred.

Education (guidance notes only)

A bachelor's degree in Law, Business Administration, Finance, or a related field is typically required. Advanced degrees such as a Master's in Business Administration (MBA) is highly preferred. Additionally, certifications specific to compliance, such as the Certified Compliance & Ethics Professional (CCEP) or similar, are expected to demonstrate specialised knowledge and commitment to the field.

Appointment

This role is a fixed term appointment and will be until 2026, which is the end of the current BUC quinquennium.

Commitment: Meetings take place quarterly, with committees, and extraordinary meetings taking place outside of these quarterly scheduled meetings.

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[Click here to apply for the Compliance & Audit NEEA role to the BUC Executive Committee](#)

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