



**Westminster  
Abbey**

# Application pack

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**Independent Senior Health and  
Safety Advisor**

**Term: 4 Years**

**Closing Date: 26 June 2026**

**Westminster Abbey**

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# About Westminster Abbey

Above all else, the Abbey is a church, a place of prayer and praise and holy ground at the heart of the nation. It is also a treasured part of Britain's heritage and a leading venue for tourism. The Abbey has occupied a central place in the celebration of great events for the nation and remains one of the most beautiful architectural masterpieces in Britain.

A living Church, Westminster Abbey is where the coronation of Kings and Queens has taken place since 1066, and where many of the Kings and Queens of England and of the United Kingdom are buried. Principal among them is St Edward the Confessor, King of England from 1042 to 1066, whose shrine is at the heart of the Abbey Church. Beside and around them are buried or commemorated many of the great women and men from almost every century of British history: statesmen and politicians, lawyers, warriors, clerics, writers, artists, musicians.

Neither a cathedral nor a parish church, Westminster Abbey is a Royal Peculiar under the jurisdiction of a Dean and Chapter and with direct accountability to the Sovereign. This relationship with the Sovereign dates back to the origins of the Abbey over a millennium ago, but its current form stems from the Charter granted to the Abbey by Elizabeth on 21<sup>st</sup> May 1560. The Abbey is formally known as the Collegiate Church of St Peter in Westminster.

We are a welcoming community, but also complex and multi-faceted, with over 600 highly committed employees and volunteers. We have deep respect for the heritage of which we are the custodians, but we evolve continuously to meet the opportunities of the future. In recent times this has included the creation of new departments to focus on transforming our digital presence and delivering a significantly expanded programme of public and community engagement.

## **Westminster Abbey's mission is:**

- To offer daily divine Worship to Almighty God and resource the Church in this vocation;
- To serve the Sovereign;
- To proclaim the Gospel to the nation and Commonwealth, celebrating the distinctive witness of the Christian faith and engaging with the public square;
- To provide a safe, welcoming and inspiring environment for all who come to the Abbey;
- To care for the precious resources entrusted to us: our people, partnerships, buildings, heritage and money.

Following the State Funeral of Her late Majesty Queen Elizabeth II and the Coronation of Their Majesties The King and Queen, which were broadcast to national and international audiences in their millions, interest in the Abbey is very strong. We attract some 1.3 million visitors from around the world every year. As we receive no regular income from the State, the Church of England or the Crown, we rely almost entirely on income from visitors, with thriving retail, catering and event businesses making a significant contribution to that income.

It is an exciting time to become part of the Abbey community, and we look forward to receiving your application and, if successful, welcoming your contribution to the Abbey.

# Expectations of the Role

Westminster Abbey (the “Abbey”) is a UNESCO World Heritage Site and one of the UK’s leading visitor attractions, welcoming over one million visitors each year. Above all, the Abbey is a living church and place of worship, holding regular public and private services. It is also home to a Choir School located on site and operates within a unique and historic environment.

The Abbey is committed to maintaining a safe, healthy and compliant environment for all staff, volunteers, visitors and worshippers. To support this commitment and to continue to strengthen its health and safety arrangements, the Abbey seeks to appoint a qualified and experienced Health and Safety professional to provide strategic advice, guidance and oversight.

The role will support the Abbey in meeting its statutory health and safety obligations, improving its health and safety culture, and achieving best practice, while recognising the particular challenges of a complex, historic and publicly accessible site.

The appointed person will provide professional support and guidance to the Abbey’s Health & Safety Advisor, the Head of Human Resources, and, as appropriate, to the Dean and Chapter and the Abbey Board. Acting as a trusted adviser and “critical friend”, the role will contribute to maintaining the highest standards of health and safety governance across the Abbey.

## Key responsibilities will include:

### Strategic Support

- Attending quarterly Westminster Abbey Health and Safety Management Group meetings
- Supporting the Abbey in identifying and prioritising key health and safety risks, objectives and improvement activities
- Providing constructive challenge and independent insight, acting as a critical friend where appropriate
- Offering advice and guidance on relevant legislative, regulatory and best-practice developments to ensure ongoing compliance
- Supporting continuous improvement in health and safety leadership, assurance and culture across the organisation

### Key Personnel Requirements

Candidates should be able to demonstrate relevant qualifications and significant experience, including:

- Experience of working at senior level, preferably with Board or committee exposure, in either an executive or non-executive capacity; experience in the heritage or public-facing sector would be advantageous
- A proven track record of developing, advising on or overseeing health and safety strategies and management systems in complex organisations
- Demonstrable experience of advising senior leaders on strategic health and safety matters
- The ability to provide clear, pragmatic and proportionate advice, tailored to organisational context
- Strong interpersonal skills, with the ability to build effective relationships with a wide range of stakeholders
- Confidence to act as a constructive critical friend, offering professional challenge in line with the values and mission of Westminster Abbey

# Terms of Appointment

## **Duration**

Our expectation is that the Independent Senior Advisor would serve for four years. By mutual agreement there may be one four-year re-appointment served.

This post will receive reimbursement of all out-of-pocket expenses including travel, but should note this role is honorary.

## **Time Commitment**

To be available at Westminster Abbey to attend the quarterly Health and Safety Management Committee meetings (occasional attendance online possible), plus ad hoc requests for advice of a strategic nature.

## **Location**

Meetings are held in person at Westminster Abbey.

## **Reports to:**

The Head of HR.

# Equality statement and How to apply

## Equality Statement

Westminster Abbey aims at all times to recruit the person who is most suited to the job. Recruitment will be solely on the basis of the applicant's abilities and individual merit as measured against the criteria for the job. Qualifications, skills and experience will be assessed at the level that is relevant to the office.

We aim that our shortlisting, interviewing and selection procedures will avoid discrimination in any way, including on grounds of age, disability, gender, marital status or civil partnership, race, nationality or ethnic origins, religion or belief and sexual orientation.

## Safeguarding

Westminster Abbey is committed to the safeguarding of children, young people and adults at risk. To prevent them from harm, we undertake appropriate checks on staff and volunteers and require them to complete relevant safeguarding training. This post requires a basic level criminal record check.

## Application Process

If you would like an initial conversation about this role prior to your application please contact Andrew Lawson, Interim Head of HR [andrew.lawson@westminster-abbey.org](mailto:andrew.lawson@westminster-abbey.org)

To apply, please complete the application form on the careers portal.

**The closing date for applications is 26 June 2026**

**Interviews are scheduled to take place week commencing 6 July 2026.**

All appointments are subject to the following conditions;

- A minimum of two references deemed satisfactory by Westminster Abbey
- A satisfactory Basic Disclosure from the Disclosure and Barring Service (DBS)
- Signed declaration of any conflicts of interest

*We regret that, due to the large number of applications we normally receive, we may only be able to contact you or provide feedback if you have attended an interview. We appreciate your interest in our work at Westminster Abbey.*