



**Westminster
Abbey**

Application pack



**Non-Executive Director of
Westminster Abbey Enterprises
Limited**

**Term: 4 Years –
from October 2026**

Closing Date: 26th June 2026

Westminster Abbey

Contents

- About Westminster Abbey
- About Westminster Abbey Enterprises Ltd
- Expectations of the Role
- Terms of Appointment
- Equality statement
- Safeguarding
- How to apply



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 21st 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.

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 1.24 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's history.

About Westminster Abbey Enterprises Ltd

Westminster Abbey Enterprises Limited (WAEL) is a 100% subsidiary of the Dean & Chapter of Westminster, which is an exempt charity and the parent body of Westminster Abbey. It is normal for charities to form a 100% subsidiary to undertake commercial activities. The surpluses generated by WAEL are gift aided to the Dean & Chapter each year.

The three commercial activities of WAEL are the direct running of two shops on the Abbey site and an associated online shop, the hiring of various Abbey locations for corporate and charitable events, and letting a catering concession for operation of the Cellarium café & terrace, and an associated kiosk.

In the last financial year (2024-25), WAEL had a turnover of some £7.5 million and an operational surplus of £3.25 million.

The Corporate Events business has most attractive locations to offer. It had turnover of £750k in 2024-25, and a net surplus of just over £500k. Much of the business operates in the College Garden in a six week summer season.

The catering concession is operated by Benugo and brought in net income of £100k in 2024-25. There are two parts to the Cellarium which Benugo operate, and also a kiosk near the main visitor entrance.

Expectations of the Role

The Abbey is seeking to appoint a Non-Executive Director with senior leadership experience in hospitality or events management within visitor-focused commercial operations to join the Board of Westminster Abbey Enterprises Ltd (WAEL) from 1 October 2026.

The WAEL Board has two Non-Executive Directors. One with specific expertise in Retail has recently been recruited. This opportunity is for an individual with expertise in Corporate Events and/or Catering.

The successful candidate will bring:

- Senior leadership experience in hospitality, events within visitor-focused commercial settings, ideally within high profile or complex organisations, with responsibility for growth, performance, and delivery of high-quality experiences for worshippers and visitors.
- Strong understanding of events-led and place-based commercial models, including the design and delivery of events and activities that enhance worship, pilgrimage, and the wider visitor experience, alongside income generation through food, retail, and related services.
- Board-level or non-executive experience, contributing strategic insight, constructive challenge, and effective governance in a collaborative setting.
- It would be an advantage to have experience within mission-led, charitable, or socially focused organisations, with a clear understanding of how commercial activity can support worship, outreach, and wider institutional purpose.

Candidates will also demonstrate a strong appreciation of heritage, faith-based, and culturally significant environments, and be comfortable balancing commercial ambition with institutional values, safeguarding responsibilities, and public scrutiny.

This is a voluntary position offering the opportunity to contribute meaningfully to the Abbey's mission.

Terms of Appointment

Duration

Our expectation is that Non-Executive Directors would serve for four years. By mutual agreement there may be one four-year re-appointment served. Non-Executive Directors will receive reimbursement of all out-of-pocket expenses including travel but should note this role is honorary.

Time Commitment

Includes four Board meetings per year, and regular interaction with those leading the Abbey's commercial businesses.

Location

Board meetings are held in person at Westminster Abbey.

Reports to:

The Receiver General (WAEL Chair)

Equality statement and How to apply

Equality Statement

The Dean and Chapter 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.

Our shortlisting, interviewing and selection procedures aim to 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 John.Neilson@westminster-abbey.org, Deputy Receiver and Director of Finance.

To apply, please complete the online application form on the Westminster Abbey careers portal which includes uploading a copy of your CV and completing a supporting statement outlining why you are interested in being a Non-Executive Director for the WAEL Board.

Alternatively, you may email a copy of your CV and supporting statement directly to careers@westminster-abbey.org.

The closing date for applications is 26th June 2026

Interviews are scheduled to take place in early July 2026, with an invitation to the board meeting being held in October 2026

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.