



# EXPRESSION OF INTEREST FOR LAY BOARD MEMBERS

Archdiocesan Parish Centre  
Management Company (APCMC)



Archdiocese of  
Liverpool

# Background

The Archdiocesan Parish Centre Management Company (APCMC) is seeking to appoint two new lay board members to bring professional expertise and fresh perspectives to the management of our parish centres.

APCMC is a VAT-registered subsidiary of the Archdiocese of Liverpool, responsible for managing 34 parish centres across the archdiocese. Established in 1997, APCMC has a strong track record of supporting parish life and community engagement.

Historically, the board has comprised clergy members only. For the first time, we want to broaden representation by welcoming lay members who can contribute diverse experience and valuable knowledge.

Like many in the hospitality sector, APCMC faced significant challenges during the COVID-19 pandemic and the ongoing cost-of-living crisis, which led to difficult decisions, including the closure of some centres. This period of review has strengthened our commitment to using parish centres creatively during quieter times to support community development initiatives.

Our parish centres are based in the heart of local communities. They provide licensed trade and function room hire, while also hosting a wide range of social action activities-from food banks and sports group and groups for babies right through to the elderly-benefiting thousands of people across the region.

*"In my many years of priesthood, our Parish Centres have been an important part of the social life of the parish as well as centres for the good of the wider community."*

**- Fr Graeme Dunne,  
chair of the board**



# The Role

## What are we looking for?

We would welcome expressions of interest from adults of all ages and backgrounds (minimum age: 18).

Ideal candidates will be:

- Independent of the Archdiocese of Liverpool and APCMC (e.g. not in employment with us)
- Experienced or knowledgeable about the hospitality, entertainment or social action sector and its challenges
- Able to review and comment on strategic and financial documents
- Committed to acting independently, impartially, and ethically
- Comfortable with digital communication (board papers are shared electronically)



## What will the role entail?

As a lay board member, you will:

- Play a key role in shaping the future of our parish centres, including decisions on centre reviews, capital projects, and building works
- Contribute to the development of our social action footprint, ensuring parish centres remain vibrant community hubs
- Attend quarterly board meetings (approx. 2 hours, usually starting at 2pm). Meetings are held in person at St Margaret Clitherow Centre, Croxteth Drive, Liverpool, L17 1AA
- Provide occasional input via email between meetings
- Please note, all board members need to be registered on Companies House.



# Recruitment Process

**Open evening** - APCMC will host two events at our parish centres to give potential candidates an insight into our work.

**Express your interest** - Please email Jade Williams on [j.williams@rcaol.org.uk](mailto:j.williams@rcaol.org.uk) by **Friday 19<sup>th</sup> June** with details of your experience and why you should be considered for the role.

**Interviews** - Will take place at the beginning of July and will consist of a Q&A with the board to find out more about your experience and skill set.

***If you have any further questions, please contact:  
Jade Williams on [j.williams@rcaol.org.uk](mailto:j.williams@rcaol.org.uk)***

