

Quakers in London Outreach Committee Terms of Reference

Aims

The Committee's aim is to help people to find and join our Quaker communities in London. This includes working with Quakers across London to:

- increase public awareness and understanding of Quakerism
- provide attractive ways for individuals to explore what we have to offer them
- strengthen the welcome given by our communities

Outreach is effective when the community is strong and is working together to deepen the spiritual and social bonds of our Meetings. Our Meetings need to be places enquirers would want to become part of. Many outreach initiatives contribute to the deepening of Quaker community. This interplay between outreach and inreach means the Outreach committee will need to work closely with Eldership and Pastoral Care Committee.

Responsibilities

- to keep in touch with and support existing and new outreach initiatives being run by Local Meetings or groups of Local Meetings in London
- to be aware of outreach initiatives across Britain and build useful contacts
- to spread good ideas and practice for outreach among London Quakers
- to initiate London-wide outreach, working with other organisations where appropriate
- to liaise with the Children, Young People and Families Committee and the Children and Youth Development Worker about outreach to the age groups they work with, including outreach to universities and colleges
- To liaise with the Local Development Worker
- To liaise with Eldership and Pastoral Care Committee on making our communities more welcoming and ensuring there are lively learning programmes for newcomers
- to advise and liaise with the Finance Committee on provision of financial support for outreach at London-wide and local levels, proposing a budget each year to cover London-wide initiatives.

Membership

The Committee has between 7 and 14 members, nominated by Nominations Committee and appointed by Quakers in London. Each member will be appointed for a three year term, renewable once or exceptionally twice. They appoint a Clerk from among their number. The Committee may invite any relevant members or attenders to their meetings for specific purposes and they may set up working sub-groups to take forward specific outreach initiatives. Sub-groups may include co-opted Friends and attenders.

Accountability

Outreach Committee is accountable to the Quakers in London, reporting to them at least annually and bringing to them for discernment any major proposals, changes of direction, or matters of principle. They are accountable to the Finance Committee for spending against their budget.

Terms of Reference

These terms of reference have been agreed by London Development Group, on behalf of Quakers in London, by minute 44/2026 of the meeting held 4 July 2026. The Outreach Committee will review its terms of reference from time to time, bringing its proposals to QIL, with the first review being within three years of the first meeting of the Committee.

Role description

Members of the Committee are QIL members or attenders who are committed to and enthusiastic about Quaker outreach. They are drawn from across London and are representative of the diversity within our community.

Among the members should be Friend(s) who have relatively recent experience of coming into Quakerism and those with longer experience, Friend(s) who are or have been recently involved in practical outreach work, and Friend(s) with communications skills.

Committee members are expected, between them, to keep in touch with outreach initiatives within and beyond London and to help to spread ideas and good practice through newsletter content, visits, events (online and in person) and publications.