

## Our Employee Benefits

As a large charitable organisation that truly values its employees, we offer an excellent package of benefits. These range from generous leave entitlements, enhanced pay for sickness absence, family leave, special leave and a health cash plan to name only a few.

Information on all the benefits we have can be found below.

### Working hours



Full-time employees are contracted to work 40 hours per week including a one hour paid lunch each day. We work in a hybrid way (where roles allow), mixing working at home and in the office. We are happy to accommodate flexible working where possible and we welcome applications from people wishing to work on a part-time or job share basis.

### Annual leave



The annual leave entitlement for full-time employees working 52 weeks a year starts at 25 days per year (plus public holidays) with an additional day added each year, increasing to 30 days (plus 8 public holidays) after 5 years' service. Our holiday year is 1 April to 31 March.

### Sick Pay



Nacro provides an occupational sick pay scheme offering an enhanced benefit to employees that exceeds statutory requirements.

### Health cash plan



By joining the health cash plan you can claim cash towards a wide range of everyday health care costs, such as optical bills, dental costs and therapy treatments. The plan has various levels of cover and can be for individual or can also cover families.

### Pension scheme



We will auto enrol you into our pension scheme subject to satisfying eligibility criteria. Nacro contributes to your pension once you are enrolled into it.

## Family Leave



At Nacro we have enhanced family leave available once 12 months service has been completed. This is for paternity, maternity, shared parental and adoption leave.

## Special Leave



Nacro is committed to supporting employees to balance the demands of personal and work responsibilities at times of urgent and unforeseen circumstance through the provision of various types of leave. We offer a discretionary 10 days of special leave for dependent or bereavement leave.

## Season ticket loans



If you use public transport to commute to and from work, you may apply for an interest free loan to purchase your season ticket.

## Cycle to Work scheme



We have a cycle to work scheme which provides employees loans of up to £1,000 for a new bike and equipment to use to commute to and from work.

## Reimbursement of eye tests



If you use a VDU you can claim the cost of a sight test back from Nacro every two years. If the optician recommends glasses for VDU use, we will cover the cost up to a maximum value of £50.

## Employee assistance programme



We have a confidential helpline to provide help and support for any personal or work-related issues. This service is completely confidential, provided by a third party and is available 24 hours a day, 365 days a year.

## Learning and development



Nacro offers you the opportunity to develop within your role and progress through the organisation via several Learning and Development opportunities.

## Death in Service



Nacro offers all employees Death in Service. This means that if you die while an employee of Nacro, a lump sum equal to three times your basic annual salary will be paid to your beneficiary/beneficiaries.

## Free financial advice



Nacro offers free financial advice through the Money Advice Service, who provide a comprehensive array of services to help with everyday money matters. They provide impartial information about financial products and services, as well as giving guidance about money to help you work out what's right for you.

## Union



Nacro's recognised trade union is Unite. Entry to the union is voluntary. You can join Unite via **[www.unitetheunion.org](http://www.unitetheunion.org)**