



## HEAD OF FINANCE - BENEFITS PACKAGE

- Hours: Full time, 36.25 hours per week, Monday to Friday. (The Head of Finance will occasionally be expected to work additional hours and during weekends in preparation or during the charity's 3 events. Limited TOIL available). A hybrid method of working is also in place as agreed with the line manager.
- Holidays: 24 days per annum plus 8 bank holidays and additional days over the Christmas/New Year period at the discretion of the Board of Directors in line with business closure. The employee will be allowed to carry forward 5 days leave to the next holiday year.
- Sickness: Full pay for 26 weeks after completion of probation as long as satisfactory notices and medical certification has been provided.  
During the probation period, full payment will be made subject to a maximum of 4 weeks.
- Permanent Health Insurance  
Long term illness exceeding 26 weeks, as long as the insurance company accepts liability, pay will continue at 75% of gross salary excluding any other benefits received.
- Benefits:
- Pension Scheme  
Society contributes 6% Employee contributes minimum of 4% gross salary.
- Private Health Care  
Non contributory but a tax implication on the premiums paid.
- Death in Service  
4-6 x gross annual salary paid into deceased's estate.