

## SUMMARY OF TERMS OF EMPLOYMENT – COMMUNITY FUNDRAISER

SALARY:	Annual salary - £23,750 This salary is subject to a pay award from 1 April 2024. Details to be confirmed.
PENSION:	You will be auto enrolled into the Hospice Group Personal Pension Scheme provided by Scottish Widows subject to eligibility criteria. The minimum employee contribution will be 5% and the employer contribution will be 3%.  If you have been a member of the NHS pension scheme and made contributions in the last 12 months, we may be able to transfer your membership (subject to eligibility criteria).
HOLIDAY:	25 days plus 8 bank holidays; rising to 27 days after 5 years and 30 after 10 years.
SICK PAY:	We offer an Occupational Sick Pay scheme, as follows: <ul style="list-style-type: none"> <li>• During the first 12 months' of service – 1 weeks' full pay</li> <li>• 1 years' service to 3 years' service – 2 weeks' full pay and 2 weeks' half pay</li> <li>• 3 years' service to 5 years' service – 4 weeks' full pay and 4 weeks' half pay</li> <li>• 5 years' service to 10 years' service – 6 weeks' full pay and 6 weeks' half pay</li> <li>• Over 10 years' service – 8 weeks' full pay and 8 weeks' half pay</li> </ul>
OTHER BENEFITS:	<ul style="list-style-type: none"> <li>• Employee Assistance Programme offering 24-hour confidential counselling, advice and support</li> <li>• Healthcare discount scheme</li> <li>• Opportunities for challenge events &amp; fundraising</li> <li>• Staff consultation group</li> <li>• Staff social activities</li> <li>• Family-friendly benefits</li> <li>• Free parking (onsite or nearby)</li> <li>• Subsidised bus travel with First Bus Commuter Travel Club</li> </ul>
LOCATION:	Uphill, Weston-super-Mare
HOURS:	37.5 hours per week, over 5 days (Monday to Friday) Flexibility to work evening and weekends at events is required – time off in lieu will be given in line with Hospice policy.
PROBATIONARY PERIOD:	This post is subject to a six month probationary period.
NOTICE PERIOD:	During probationary period you will be entitled to receive, and required to give at least one weeks' written notice of termination.  After successful completion of the probationary period you are entitled to receive, and required to give, at least one months' notice of termination, which must be in writing.