# What we can offer you

## Competitive salary

## We offer competitive salaries which are benchmarked against similar organisations and are reviewed annually. RNIB have committed to paying Living Wage Foundation pay rates to their staff. Excellent pension schemes

## We also offer a generous pension scheme, known as the RNIB Retirement Benefits Scheme (“the Scheme”).

## You can choose from three contribution levels and receive an employer contribution between 5 percent and 11 percent depending on the level of contributions you make.

We assess our workforce when they start with us in order to meet our obligations under pensions automatic enrolment legislation. If you meet the automatic enrolment criteria, you’ll be given membership of the Scheme and will pay contributions of 4 percent using pension plus and receive a 5 percent contribution from RNIB and will have your contributions invested in the Scheme default fund (please refer to the Scheme investment guide for more information).

**BucksVision** employees can join the staff pension scheme immediately and contribute up to 10 percent of gross earnings which BucksVision will match. The scheme is the Flexible Retirement Plan invested and administered by TPT (formerly The Pensions Trust). You will be automatically enrolled immediately but you will have the option to increase your contributions or leave the scheme should you wish to opt out.

All eligible **teaching staff** will be automatically enrolled into the Teachers’ Pension Scheme (TPS)**.** You will have the option to opt out.

Details relating to TPS can be found by clicking through to their website. <https://www.teacherspensions.co.uk/members/member-hub.aspx>

All non-teaching staff employed on a Specialist Learning Trust contract will be given the opportunity to join the Local Government Pension Scheme (LGPS). You will have the option to opt out.

**Generous holiday entitlement**

## Our holiday entitlement starts at 26 days per year plus bank holidays which increases with service. Part-time employees receive a pro-rata entitlement. The holiday year runs from 1 April to 31 March.

|  |  |  |
| --- | --- | --- |
|  | Annual leave in hours  | Annual leave equivalent in days  |
| Allowance on entry | 187.2 | 26 days |
| After year one | 194.4 | 27 days |
| After year two (year three and four) | 201.6 | 28 days |
| After year four  | 208.8 | 29 days |
| After year five  | 216 | 30 days |

## Annual Leave Trading

In April of each year, eligible employees will have the opportunity to sell up to 5 days leave back to the organisation or alternatively to buy up to an additional 5 days annual leave.

**Maternity/Adoption Leave**

In addition to the statutory maternity leave entitlement for staff, we also provide an enhanced maternity/adoption benefit for staff that have more than 1 year’s service. We provide up to 2 weeks full paid paternity leave to staff whose partner is pregnant.

**Sickness Leave**

## In addition to the statutory sickness leave entitlement, we also provide occupational sickness pay for staff that have over 3 months service, which increases in line with service.

|  |  |  |
| --- | --- | --- |
| **Period of service** | **Weeks of full pay** | **Weeks of half pay** |
| First 3 months | 0 | 0 |
| 3 to 6 months\* | 1 | 0 |
| 7 to 12 months | 2 | 2 |
| After year 1 (in year 2) | 4 | 4 |
| After year 2 (in year 3) | 8 | 8 |
| After year 3 (in year 4) | 12 | 12 |
| After year 4 (in year 5) | 16 | 16 |
| After year 5 (year 6 +) | 20 | 20 |

\*Or end of probation, whichever occurs later.

## Flexible working arrangements

We offer a wide range of flexible working hours, including flexi-time and time off in lieu for many posts.

**Life Assurance**

Members of the RNIB Retirement Benefit Scheme will receive 6 times annual salary Life Assurance cover. All other staff will receive 4 times annual salary cover.

**Assistance with travel costs**

We also offer our employees interest-free season ticket loans for rail and bus travel and car parking, following the successful completion of their probation period.

**In-house training and development opportunities**

Throughout the RNIB, we understand the value of developing our employees’ skills and knowledge. Therefore, we invest a lot of resources every year in order to offer our staff a wide range of in-house training and development opportunities, including the opportunity to apply for interest-free loans for external job related training. As part of our development and support initiatives, we promote coaching, mentoring, secondments and job shadowing.

## Employee Assistance Programme

## The RNIB also offers free of charge an Employee Assistance Programme (EAP) Helpline, which is confidential and available 24 hours a day, 7 days a week to all RNIB employees, their immediate family members (living in the same household) and dependent children.

## Free eye tests for all staff membersAll RNIB staff are entitled to a regular eye test, paid for by the organisation.

## Cycle to Work scheme

RNIB offers the Cycle2work/Cycleplus scheme to all employees, providing the opportunity to purchase a new bike with a tax saving.

**Health Cash Plans**

Holiday Saturday Fund (HSF) Health Cash Plan is an easy and affordable way to help you spread the cost of health care not covered free by the NHS. The HSF health plan is an inexpensive health cash plan which helps to cover the cost of health care for you and your family.

**Pearson Fund**

The Pearson Fund, also known as the 'Hardship Fund', is RNIB's Staff Benevolent Fund. It’s open to all RNIB employees and makes small gifts of money, vouchers or flowers to nominated RNIB employees who are experiencing acute financial hardship, illness or other challenging life events. The fund receives money through donations from staff and each pound donated is matched by the RNIB.