

cherry on top

employee benefits at Stewardship (2016/17)

updated November 2016

Our team is our most prized resource at Stewardship, so we make sure you are looked after with more than just a generous salary.

As well as the posh coffee, there is, of course, a more formal package of benefits provided to you by Stewardship.



more than just a payslip

The table below summarises the benefits package that Stewardship provides to all our staff, which is reviewed on an annual basis to ensure that it is competitive against the local and the UK charity sector job markets. All of these benefits are over and above the statutory minimum requirements.

Leave

Paid annual leave	25 days per annum (pro-rata for part time employees)
Paid sick leave (discretionary during probation)	Up to 3 months at the full rate of salary and up to a further 3 months at half the full rate of salary
First week of Paternity Leave paid at <u>full</u> salary ¹	1 week's salary
Unpaid leave for Christian service	1 week per annum
Additional leave for long term service	1 week (paid) leave for Christian service after 5 years
Moving house	2 days (paid)

Pension & Death in service

Employer Contribution into (Grouped) Personal Pension Plan (after 3 months continuous employment)	10% of annual salary
Salary Sacrifice Scheme for Pension Contributions (after 3 months continuous employment)	Employee National Insurance saving, plus 100% of Stewardship's National Insurance saving passed on to employee
Death in service cover	Four times annual salary

Discretionary benefits

Paid leave for attending the funeral of a relative	1 day
Dependent's Leave	The number of days and whether it is paid will depend on the situation

¹ In the case of Maternity Leave, the statutory entitlement applies.



Christmas leave	2 days
Christmas Payment	Discretionary

Giving accounts

Organise your giving at a 0% fee, for the duration of your employment with us (usually 3%).	Variable depending on the amount paid into an account
Matched giving from Stewardship	Up to £50 per month for anyone giving regularly by Payroll Giving or Direct Debit into a giving account

Additional benefits

Subsidised Gym membership	Up to £50 per month
Access to IOD Health Cover	Paid direct from your salary, various levels of cover options available for dentistry, optometry and other therapy services
Nespresso machine	Tea and coffee provided free of charge. Nespresso coffee available at a suggested donation of 30p per cup
Childcare vouchers	Available on request

Staff-run clubs

Book	Meets every 6 weeks to discuss the latest choice of a member of staff
Walking	Guided walks around London every few months after work, usually based on a theme, followed by dinner

cycle to work scheme

This is a Government Initiative, supported by the Department of Transport, HMRC, TfL and the Mayor of London's Office.

The Scheme enables you to have a brand new bike and safety accessories to use to cycle to work. You will receive full tax and national insurance relief on the purchase meaning that you get around a third or more off of the purchase price, provided that the bicycle is used 50% or more for commuting (or business) use. No taxable benefit falls on the employee.

The Scheme works by utilising a salary sacrifice arrangement rather like the one that staff are already using to make pension contributions. We will buy the bike and allow you to use it exclusively, including for private use. You keep the bike as if it is yours. You pay for it by monthly instalments over a 12 or 18 month period out of your gross salary as part of a salary sacrifice arrangement. By doing it this way, you will save the tax and national insurance on the purchase price.