

# Benefits

Find out more about the benefits you can expect when you join The National Lottery Heritage Fund.

## Hours and leave

For a full-time role, employees will normally work a five-day week of 35 hours.

Annual leave of 26 days. This rises, on the anniversary of your start date, by one day for each completed year of service to a maximum of 31 days after 5 years' reckonable service, plus statutory holidays and 1.5 'privilege days' each year.

Hours for part-time posts will be pro-rata based on a 35-hour (net) working week. Annual leave and entitlement to bank holidays are also calculated on pro-rata basis.

## Flexible working

We offer a range of flexible working options, from compressed hours, home-working to part time hours and job shares.

## Parental leave

We offer a range of flexible options regarding parental and adoption leave, including enhanced parental leave.

## Workforce development

We offer access to a wide range of training opportunities including workshops and e-learning delivered in-house, as well as opportunities for external learning.

## Pension

We offer the following pension options:

- Alpha under the Principal Civil Service Pension Scheme (PCSPS)
- Partnership Pension Account

More information on these options is provided on appointment.

## Salary advance

An interest-free advance is offered to all members of staff who have completed their probationary period to cover the cost of an annual season ticket, purchase of a bicycle or a deposit on a new home.

The sum advanced will be repaid by regular deduction from salary.

## **Cycle to Work scheme**

As part of the government's Cycle to Work scheme, we can hire out bicycles and cyclists' safety equipment to employees as a tax-free benefit. Our Cycle to Work scheme offers bikes up to £5,000 or £500 for employees on a fixed term contract.

## **Gym membership and health screening**

After three months' service we will offer up to £50 per month (paid through payroll and taxable) for gym membership. From your first day of service, there is also the option of a health screening provided by Nuffield Health.

## **Employee Assistance Programme**

Workplace wellness provides a confidential 24-hour telephone helpline, 365 days a year. It is provided by trained counsellors who can help individuals deal with a range of problems which may affect their personal lives or their performance at work.

## **Tax-Free Childcare**

Tax Free Childcare provides parents and carers with up to £500 every three months (£2,000 a year) for each child to help with the costs of childcare. The government will pay £2 for every £8 you pay your childcare provider.

## **Volunteering**

Employees are entitled to seven hours of volunteering time each year, to contribute to their local community.