

# Employee Benefits



SALVATION ARMY  
TRADING  
COMPANY

## Bonus

SATCoL operates a discretionary bonus scheme for all employees, paid monthly in arrears.



## Maternity/Paternity/Adoption Leave

All leave that falls into this category is paid at enhanced levels.



## Annual Leave

SATCoL offers the following leave entitlement for all colleagues:

Length of Continuous Employment	Holiday Entitlement
Year 1-4	25 days
Year 5-9	26 days
Year 10-14	27 days
Year 15-19	28 days
Year 20-24	29 days
Year 25-29	30 days
Year 30	31 days (max)

NB: The additional day will be given the holiday year following the work anniversary

## Company Sick Pay

This is paid from the end of your probation period and increases during your employment with us:

Length of Continuous Employment	Maximum Company Sick Pay (in a rolling 12 month period)
During probation	SSP only
End of probation & up to 1 year	Up to 1 week full pay
1 year but less than 2	Up to 2 weeks full pay
2 years but less than 3	Up to 4 weeks full pay
3 years but less than 5	Up to 8 weeks full pay
5 years but less than 10	Up to 18 weeks full pay
10 years plus	Up to 28 weeks full pay

## Pension

SATCoL offer a Defined Contribution Scheme with up to 6% of your contributions being matched by the company and giving you Life Assurance of 3 x your normal salary.



## Discounts

All colleagues are entitled to a 25% discount of all original, full priced products sold by SATCoL. Items where we are only a selling agent are excluded.



## Wellbeing Commitment

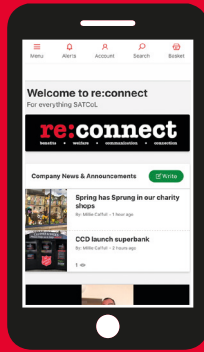
Our colleagues are our most important asset, and we are committed to the wellbeing of our teams being our single most important issue. SATCoL has a standalone Wellbeing Commitment, a wellbeing section on re:connect incorporating helpful guidance advice under the themes 'move, munch, money and mind', a number of learning modules to understand better how to support others.

We have our own Wellbeing Manager, Arlene McKenna, whom anyone can contact and talk to privately and confidentially about any issue that is troubling them and also a network of Wellbeing Champions who can signpost you to the appropriate support function and who help to set up activities to help keep our minds and bodies happy and healthy.



## re:connect

SATCoL has a fantastic communications, wellbeing and benefits platform. This offers a great deal of advice and support, including a confidential, 24/7, employee helpline, plus 100's of online and shop discounts.



## Culture

SATCoL has a strong and positive culture, led by its values 'Compassion, Accountability, Respect, Equality' and its core purpose of 'Enabling mission and providing resources to help the work of The Salvation Army.'



## Personal Development

SATCoL are invested in helping our colleagues to grow and develop.

We have an award-winning eLearning platform, The Learning Booth, on which you will be asked to complete a number of 'Essential' modules, but which also houses over 60 other courses that may be of interest to you. Please contact our L&D Officer for further details.

On re:connect you will also find the details of the Skills Development Training Initiative, giving colleagues the opportunity to develop themselves through apprenticeship based, nationally recognised qualifications.



## Smart Working

SATCoL encourages the adoption of different ways of working, where the role allows. Approaches that encourage collaboration, productivity and a positive work experience; 'Smart Working'.



## Living Wage Foundation

SATCoL has committed to aligning our pay rates with those published by the Living Wage Foundation. As a minimum, pay rates are reviewed on an annual basis.



## Flu Vaccination

Each year all colleagues can apply to receive a free flu jab.



## Free Eye Tests

SATCoL offers eye tests to all colleagues who are regular users of visual displays.



## Annual Review

SATCoL pledges to take an annual review of compensation and benefits to ensure that they are offering a competitive package to all colleagues.



## Reward and Recognition

- Long service awards will be recognised following an initial 10 years' service and every five years thereafter.
- After a successful probation period, the company will also celebrate all milestone birthdays e.g. 18, 21, 30, 40, 50 etc.
- All colleagues, paid and unpaid, will receive a small Christmas gift
- Tea, coffee, sugar, milk and squash is available, free of charge, in all SATCoL buildings
- Regional/national awards and long service awards (after 3 years' service, then 5, 10, 15 etc.) are given to celebrate our volunteers



When you have joined the company, full details on any of the above can be found on re:connect, in policies and procedures, in the Handbook of Employment or by talking to a member of the HR team.