



The
United
Reformed
Church

URC benefits

cycle to work
interest free loan
flexible working
employee assistance programme
pre-retirement course
eye care contribution
living wage
pension development
generous holiday entitlement
long service award
health
flu jab
opportunity
wellbeing
removal leave

Introduction



Our benefits

The URC aims to create a positive working environment that promotes wellbeing and provides benefits beyond just salary.

In this brochure, we have highlighted some of the benefits of joining the URC.

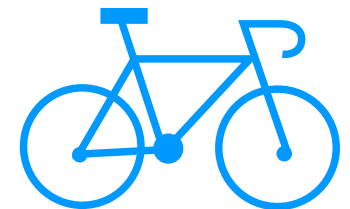
Please note that the benefits listed in this booklet may change at any time. These benefits do not form part of the contractual entitlement, unless specified in the written statement of terms and conditions.

Location

Our office is situated in the heart of London, close to main bus, tube and rail routes. Euston Square, King's Cross and London St Pancras International stations are about ten minutes' walk away and Russell Square underground station is a few minutes from the office. If you prefer to cycle to work, our offices have a bike locking station and a shower with lockers provided.

Cycle to work

Cycling is a great way to commute, to get fit and feel good. We offer an interest free loan for a bike and accessories to encourage cycling to work. Payments are taken monthly from your salary.



Five minutes away

During your lunch break or after work, you are only a few minutes away from a wide selection of shops, restaurants and places of interest.

Financial support



Living wage

We pay the real living wage foundation rate.

Season ticket loan

You can apply for an interest-free season ticket loan, repaid in monthly instalments from your salary (subject to a successful probationary period).

Churches Mutual Credit Union

Employees are eligible to participate in the Churches Mutual Credit Union.

Interest free crisis/hardship loan

At a moment of crisis or emergency, you can apply to receive an interest free loan, subject to discretion and conditions.

Pension

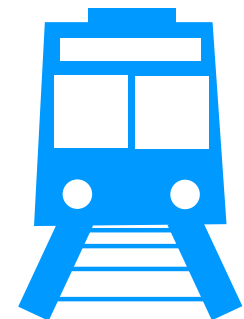
The URC pension scheme is a defined contribution scheme and is part of Aon Master Trust. Staff contributions are 7.5% and employer contributions are 16% of basic salary. The pension scheme operates on salary sacrifice.

Members of the scheme also benefit from an insured death in service benefit (subject to the rules of the scheme).

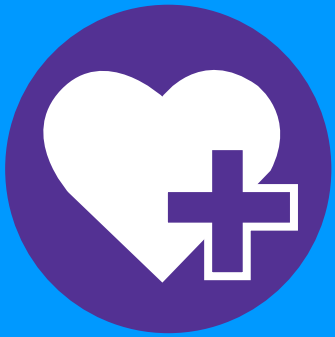
Long service award

We recognise continuous long service with £500 (or pro rata) after each milestone.

Employees also receive two days additional holiday after seven years and one day after 14 years, one day after 21 years and one day after 28 years (five in total).



Health and wellbeing



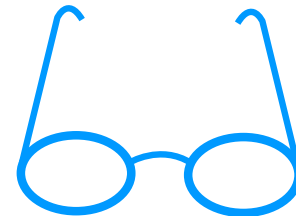
Valuing wellbeing is a central part of our shared values. Our dedicated employee assistance programme provider, the HR team and mental health first aiders are available to provide confidential support to all staff.

Employee assistance programme

Our employee assistance programme is a free 24/7 confidential advice and support service for all staff and their families.

Eye care contribution

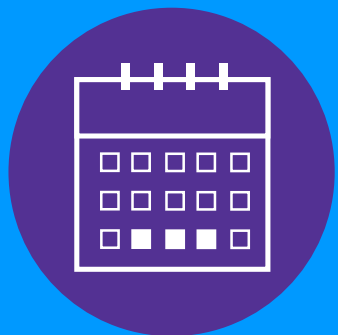
We reimburse for an eye test up to £25 and contribute up to £75 towards the cost of glasses once a year.



Flu jab

A free flu vaccination is available for staff annually.

Away from the office



Flexible and hybrid working

When you begin work at the URC, you can apply for a flexible working pattern.

There are flexible and hybrid working options available to support in maintaining a positive work life balance.

Holidays

Full-time employees receive a generous holiday allowance of 39 days* of annual leave, which includes bank holidays and three days when office is closed during Christmas and New Year.

**Pro rata annual leave for part-time employees.*

Removal leave

Moving home? You are entitled to three days of paid leave (every five years).

Compassionate leave

In the most difficult of circumstances, we aim to support you with the opportunity of up to five days compassionate leave, depending on the circumstances.

Emergency and special leave

If you experience an unexpected or sudden incident with a dependent, or a domestic emergency, you can apply for emergency or special leave* to take time away from the office to resolve the issue.



** As per policy and approval by line manager*

Opportunity to grow and plan for the future



We invest greatly in training and development programmes (both internal and external). Staff are encouraged to discuss courses that are relevant to their role and development with line managers.

Personal Development Review

Our Personal Development Review process allows managers to positively engage with their staff and is a continuous development process and focuses on our values and behaviours, as well as concerns and development needs.

Pre-retirement courses

Help with planning your retirement and leaving employment well can be supported through attending a pre-retirement course.



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The United Reformed Church Trust (URC Trust) is a company limited by guarantee, registered in England & Wales (Registered Number: 135934); it is also a registered charity (Registration Number: 1133373).