

CONDITIONS OF EMPLOYMENT

1. Salary: £28,094 per annum rising by 4 annual increments to a current maximum of £31,276 per annum (Grade 3).
2. Hours of Work: 35 hours per week, within the range 8.30 am to 5.30 pm according to a weekly rota set on a monthly basis. The actual hours per week may vary according to the needs of the service and the availability of staff. This post will require a degree of flexibility in working hours. Authorised overtime is paid at time and a half on weekdays and double time on weekends and Bank Holidays.
3. Membership/Roles with other Trade Unions/Organisations You must relinquish any membership(s), or roles, or formal positions you hold with any other teaching union, or any competitor organisations of the NASUWT
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5. Leave: The annual leave year is January to December. The leave entitlement for the first full and subsequent years is 30 days. In respect of any part-year worked it is 2 ½ days for each completed calendar month (pro rata). Leave is authorised by the Conference Centre Manager taking account of the need for staff cover throughout the year.

There are 8 fixed public holidays plus 11 additional closure days per year (pro rata) which are accrued as they occur throughout the year.
6. Pension: The current arrangements are that staff are auto-enrolled into a career average revalued earnings pension scheme which is a defined benefits scheme.
7. Medical: For external appointees, an offer of employment is conditional on a satisfactory pre-employment medical questionnaire. This requirement does not affect the rights of appointees under the Equality Act 2010.
8. Probationary Period: For external appointees, there is currently a 3 month probationary period.
9. Service: For the purpose of employment legislation the period deemed to constitute continuous service at NASUWT begins on the date when work actually commences.
10. Notice Period: The post holder is required to give 1 months' notice of termination of employment. 1 months' notice of termination of employment will be issued by NASUWT except in circumstances of gross misconduct or non-confirmation in post at the end of the probationary period. In the latter case, 1 months' notice will be given.
11. Trade Union Recognition: NASUWT recognises Unite and GMB for purposes of collective bargaining.

NASUWT is an equal opportunities employer and operates non-discriminatory employment practices.

Closing date for application forms: 9.00am 7 May 2024