

## Benefits we offer our employees

We believe that wellbeing at work is about creating an environment to promote a state of contentment which allows all employees to flourish and achieve their full potential for the benefit of themselves and for Guide Dogs. As a member of staff, we offer you a wide range of benefits to suit your individual needs:

- 26 days holiday plus Bank holidays (rising to 28 days after 3 years' service).
- Defined Contribution Personal Pension Plan – New employees, who meet the eligibility criteria, will be automatically enrolled into the DC Plan upon their third month of employment. The pension contribution level for automatic enrolment is 3% employee and 5% employer. However, once you are a member you may wish to increase your level of pension contribution and Guide Dogs will match your contribution plus 2%, up to a maximum of 9%.
- A choice of Flexible Benefits – An amount equivalent to 3% of salary is given to employees to purchase benefits through an on-line portal. There are a range of options to suit personal circumstances and preferences. These include: Gym Membership, Travel Insurance, Healthcare and Hospital Treatment Plan, Dental Insurance, Additional Life Assurance, Health Screening, buying and selling annual leave (up to 3 days), Cashback to salary (up to 2% of salary equivalent).
- Discounts and Cashback Scheme – Access to discounts on goods and retail vouchers and cashback on purchases for supermarkets, clothing, electrical goods, travel, eating out, insurance and much more.
- Employee Assistance Programme – A free-phone confidential helpline to provide unlimited access to advice, information and face to face counselling support, where appropriate.
- Occupational Sick pay – Enhanced above the statutory minimum, after probation.
- Occupational Maternity, Paternity and Adoption pay – Enhanced above the statutory minimum.
- Life Assurance – A core benefit of 4 times salary.
- Eye Care Vouchers – Free eyes tests and, if needed specifically for VDU work, a contribution towards glasses.
- Guide dogs shop 10% Discount – All employees are entitled to a 10 percent discount on orders from the Guide Dogs charity catalogue

- Wellbeing and support – We run regular wellbeing events as well as running support groups for individuals, that focus on different topics such as BAME group, women’s groups, men’s groups.