**Terms and Conditions of Employment**

**Post: SAVTE Link Worker - English Language Support**

***Salary*:** full time / pro rata £23,080 - £25,153 depending on experience. SAVTE pays 1% cost of living increase every April.

**Pension**: SAVTE has a workplace pension scheme which complies with current legal minimum contribution rates which include a compulsory employee contribution.

**Hours**; 28 hours per week over 4 or 5 days.

**Working Days**: SAVTE is open Monday to Friday, some evenings and weekend work will be required for which TOIL can be taken.

**Period of Employment**: - Fixed term until 31st July 2022 (12-13 months depending on start date). Contract extension is dependent on new funding/ and organisational requirements.

**Work Pattern** – we support flexible working which includes working both from home and at the office.

**Annual Leave**: 25 days +3 days Christmas closure + bank holidays pro rata.

**Probationary**; this role is subject to a 3-month probation period.

**Period of Notice**: 4 weeks on either side.

April 2021