

Working for Suffolk Family Carers

The Benefits...



HEALTH FIRST



Promoting Positive Mental Health at Work – We encourage all colleagues to talk about mental health openly in a non-judgemental environment, where we support each other and take the time to talk. This is reinforced by our Wellbeing at Work Policy.

Active Care – An early intervention for stress related absence, available to all employees and offered by Health Assured. Call them on 0800 206 2547 or access this service via their app.

Employee Assistance Programme – All employees and their immediate families* can access a free 24/7 confidential helpline and online portal, operated by Health Assured. The helpline covers a range of services such as medical information, money management and debt support and counselling and emotional support.

The counselling can include up to eight structured telephone sessions per employee (*or partner or spouse and dependents who are between the ages of 16-24, in full time education), per issue, accessible following a telephone assessment, via the Employee Assistance Programme helpline. These calls could also take the form of cognitive behavioural therapy.

Flu Jabs – As part of our health and wellbeing initiatives, we offer voluntary immunisation to protect colleagues as well as any vulnerable people you may come in contact with. Therefore, if you work directly with family carers and would like a flu jab (and are not eligible for a free vaccination) you will be able to claim all or part of this cost. We operate this scheme with Asda Pharmacy (Whitehouse) and will reimburse an expense claim for a flu vaccination up to the cost of a flu vaccination at Asda. If you prefer to have your flu jab elsewhere, please do so and submit your expenses claim accordingly.

Wellbeing initiatives – We invite all employees to participate or lead on wellbeing initiatives that are available for everyone to join in. Initiatives so far have included lunchtime walks, shared lunches, a yoga session and time to talk activities.

BEYOND STATUTORY



Annual Leave – The statutory amount of annual leave for a full time employee in England is 28 days including bank holiday. However, Suffolk Family Carers understand the importance of having regular breaks and have therefore increased this so that all employees are entitled to 23 days annual leave (pro-rata for part time) per annum in addition to Bank Holidays (usually 8 per year). This increases to 26 days per year after 5 years' service and one additional day thereafter to a maximum of 30 days.

Competitive Salaries – All roles carried out at Suffolk Family Carers are paid above National Living Wage and are reviewed on an annual basis. We also benchmark against local charities and the local council to ensure our salaries remain competitive.

Maternity, Adoption and Shared Parental Pay – Qualifying employees can receive 6 weeks of full pay, followed by 12 weeks of half pay, when in receipt of statutory maternity, adoption or shared parental pay.

Company Sick Pay – Following a probationary period, employees have a generous sick pay entitlement ranging from 6 to 26 weeks of full pay, followed by 6 to 26 weeks of half pay dependent on length of service.

Compassionate Leave – In the unfortunate event of a bereavement, Suffolk Family Carers provide up to 5 days paid compassionate leave.

Pension – Suffolk Family Carers offers an attractive pension scheme, with a 7% employer contribution, administered by Scottish Widows.

OUR HOME



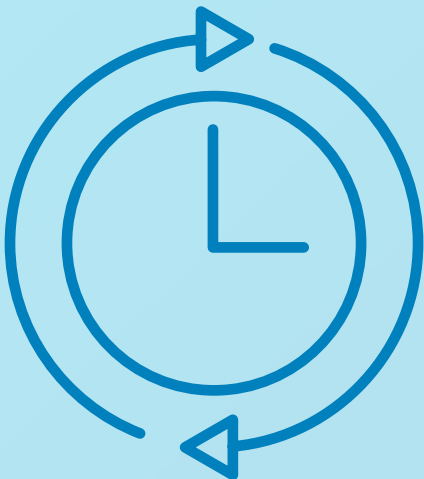
Location – Suffolk Family Carers’ offices are based in rural Suffolk, just outside of Ipswich. It is quiet, easily accessible and has a beautiful pond out the front with picnic benches.

Rest/Social areas – Alongside our kitchen facilities across the 3 main buildings, we also have a soft-seating area in Unit 9 and picnic benches dotted around the scenic pond area just outside our offices.

Car Parking – Suffolk Family Carers provides free, easy to access, on-site car parking facilities for all employees.

Refreshments – We offer free tea and coffee at our office for all employees.

FLEXIBILITY



Flexible Working - We operate completely flexible hours where the role allows, and do not set rigid working patterns. Employees are contracted to carry out a number of hours per week, but this is not fixed to a working pattern or fixed days of the week. That way you and your manager can work together to meet both the business need and your home life.

Hybrid Working – Suffolk Family Carers offers hybrid working in most roles so that employees have the opportunity to work from home or from the office, when not otherwise in the community. For more information, please see the Hybrid Working policy.

Time Off In Lieu – Work that is carried out beyond your contracted hours may be accrued and taken as time off in lieu at a later date, increasing flexibility and balancing work and home life.

FREEBIES AND DISCOUNTS



FTC Gym – Employees of Suffolk Family Carers can access gym membership at a discounted membership rate of 10%.

Health Club Discounts – All staff are eligible to receive discounts on annual membership to Riverhills (Bramford) Health Club.

Charity Worker Discounts – To access discounts on many brands, shops and services, please go to www.charityworkerdiscounts.com. Here you will also find an opportunity to sign up for the Ode cashback card which will give you cashback at places such as Asda and Sainsburys.

Will Writing Service - Suffolk Family Carers have teamed up with Will Writing Specialists, Dunham McCarthy, to help you to plan for the future. The free service is provided remotely, either by telephone or video call, at a time to suit you. You will have a Will specialist to help you complete each step from start to finish. To book your initial appointment please click here www.dm-legal.co.uk/ocee/

YOUR GROWTH AND DEVELOPMENT OPPORTUNITIES



Coaching – We offer confidential coaching programmes for all employees with the Suffolk Coaching & Mentoring Partnership. Coaching is a widely recognised and powerful way of helping individuals explore their defined goals and ambitions, and achieve them.

Learning and Development – Suffolk Family Carers is committed to providing good quality learning and development opportunities to all employees. We offer both internal and external courses that are linked to your role as well as mandatory training events for all employees.

Leadership Opportunities – At Suffolk Family Carers you don't need to be a manager to lead. Whatever your role, if you have an idea that will impact on our service delivery, we encourage you to put the proposal forward and take the lead for development and implementation of the idea.

Lunch & Learns – Regular lunch and learn sessions, offer an opportunity for employees to attend lunch time training events or presentations whilst grabbing a bite to eat and meeting up with colleagues from across the organisation.

Opportunities to progress – For those employees who wish to progress their career, Suffolk family Carers offer in-house shadowing opportunities and all vacancies are advertised internally. At Suffolk Family Carers we understand that, at times, there may not be development opportunities within the organisation and in such situations we will support colleagues wherever possible in seeking career progression outside of the organisation.

Shadowing – At Suffolk Family Carers the shadowing opportunities don't stop as soon as your induction is complete. At any time during your time with us we encourage you to shadow colleagues from any and all parts of the organisation.

Skills and Development Framework – The SDF is an organisational framework to identify your achievements and areas for development as well as highlight your contribution to the great work of Suffolk Family Carers.

Volunteering – Employees are encouraged and enabled to offer at least one day volunteering (within their normal working hours) within another area of the business. This is a great way to learn from colleagues and perhaps work in an area completely different to your own.

RELAXED, OPEN, FRIENDLY AND UNDERSTANDING CULTURE



Feedback – We work within a culture of open conversations, where all feedback is welcomed and encouraged. All employees attend an effective feedback workshop, where we identify why feedback is such a benefit, understand the feedback model and an opportunity to practice giving effective feedback. Ultimately this workshop is the first step in getting you prepared to start giving more feedback in your daily environment.

Innovation – One of our priorities is to be at the forefront of developing innovative services and support mechanisms for family carers. To be successful we enable and encourage all colleagues to be as innovative and creative as they wish, providing you with the opportunity and environment to do just that.

Passion – The team at Suffolk Family Carers are focused on listening and responding to family carers' needs and those of their families. With such great work and the ability to see the impact we have, the role our caring employees take on is often very rewarding. You are making a difference!

Open, transparent and blame free culture – Suffolk Family Carers provides opportunities for employee to give feedback on how we could improve. On the occasions when small mistakes are made, we do not blame. Instead we encourage employees to use these occasions as opportunities to learn and improve.

Team Days – Opportunities to get together with colleagues within your team and across the organisation to share experiences and learning.



Suffolk Family Carers

Living Fuller Lives

Suffolk Family Carers strives to keep this list as up to date as possible and to grow and amend our benefits on a regular basis.

If you have any queries or any ideas for benefits that you would like to put forward, please contact the HR team.

Many thanks.

