

As well as being part of something special, we aim to provide you with a benefits, development and wellbeing offer that supports you at work and home.

Four people linking arms looking into a sunset.

**Everyone is welcome including those of all faiths and none.**

## Employee Wellbeing

- **Work/life balance:** A full time working week of 35 hours with part-time and flexible/remote working when possible operationally
- **Family-friendly:** A range of enhanced leave and/or pay arrangements through our maternity, paternity, adoption and shared parental leave schemes
- **Employee assistance:** A confidential Employee Assistance Programme service which gives access to services such as counselling, financial advice, legal guidance and other support services
- **Personal resilience:** In-depth training sessions and support
- **Mental health first aiders:** For support with mental health or emotional distress
- **Occupational health:** Referrals can be made for people to receive support from an Occupational Health specialist
- **Disability Confident Leader:** Being able to draw from the widest possible pool of talent
- **Eye tests:** A regular eye test voucher and contribution towards lenses if required
- **Cycle to Work Scheme:** Cyclescheme.co.uk providing the opportunity to save between 30-40%
- **Groups, socials and other events:** Include the Environment working group, Women's Network, BAME network, LGBT+ Staff Network - Last Thursday Group, Sports and Social Club, Yoga, running, tennis, rambling, quiz nights, wine tasting, book clubs **and many more.**

## Benefits package

- **Salary:** Competitive salaries which are benchmarked against similar organisations and are reviewed regularly
- **Discount schemes:** Include Vodafone Employee Advantage, Tech kit: XMA Benefits Store, free entry to Westminster Abbey, Church House Bookshop (10% discount), Pass to use the Department of Education Restaurant
- **Pension:** A market leading package when it comes to our non-contributory pension scheme
- **Life assurance:** Cover under our life assurance policy for four times your annual salary
- **Charity leave:** Opportunity to use up to 5 days per annum to volunteer for a registered charity
- **Season tickets:** Interest-free season ticket loans for rail and bus travel

- **Annual leave:** Starts at 25 days per year plus bank holidays and increases with service plus three extra days to be taken at designated times throughout the year.

## Learning and Career Development

- **An integrated induction:** An induction day which normally takes place at Lambeth Palace and a structured departmental programme relevant to your area. Find out more about [learning and development at the NCIs](#)
- **Access to an e-learning platform:** Access to a full suite of e-learning modules for you to work through from Excel to Customer Service and Leadership, as well as access to the [Clear Lessons Foundation website](#)
- **Support for continuous 'on the job' informal learning:** Includes regular personal development reviews, possible secondments within the NCIs and cross-team project working
- **Apprenticeships:** A programme of learning to enhance your levels of competency and confidence
- **A framework for all line managers:** Covering management fundamentals, policies, and regular bitesize sessions throughout the year
- **Coaching and Mentoring opportunities:** To support your career development
- **Support for Leaders:** Developing leadership confidence and practice
- **Senior Leadership Group (SLG):** for those who share in the leadership of the NCIs
- **Professional Qualifications:** Sponsored study arrangements for your required professional qualifications and often funding for non-essential study. Professional membership fees paid where there is a job requirement to belong to a professional body.

## Trade Unions

- The NCIs recognise the value of Trade Union membership. The three unions at the NCIs are PCS, Unite and FDA.

The Pathways logo.

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