

**Youth and children's worker  
Airdrie, North Lanarkshire**

**TERMS AND CONDITIONS OF SERVICE**

**1. HOURS**

The post is full-time, working 37.5 hours per week, at such times as are required to fulfil the requirements of the position.

**2. PROBATIONARY PERIOD**

The first 3 months of your employment will be probationary. Your performance will be reviewed during this period. If your performance is deemed satisfactory at the end of this period, your appointment will be confirmed. The employer reserves the right to extend your probationary period.

**3. TERMINATION OF EMPLOYMENT**

During the probationary period the notice required to be given either by you or by Growing Young Cairnlea to terminate your employment is one week.

Except during the probationary period, the length of notice which you are obliged to give the Trust to terminate your employment is three months.

Except during the probationary period, the length of notice which you are entitled to receive from the employer to terminate your employment is 4 weeks until you have been continuously employed for three years. Thereafter, you will be entitled to one week's notice for each completed year of service up to a maximum of twelve weeks.

Your employment may be terminated summarily in the event of a breach of contract by you that warrants summary dismissal.

**4. SALARY**

£24,000 - £27,000 (dependent on experience) per annum. You will be paid in arrears monthly, on or before the 28<sup>th</sup> of each month.

**5. PENSION ARRANGEMENTS**

Growing Young Cairnlea operates a personal pension scheme for employees over 18 and under 75 years of age. An employer's contribution of 3% will be paid in the first instance to run alongside employee's contributions, should you wish to take this up.

**6. HOLIDAYS**

The holiday year runs from 1 April to 31 March. Annual leave entitlement for a full-time post is 33 days' paid holiday (this amount is inclusive of entitlement to local and national holidays). Annual leave entitlement for part-time and fixed term staff is pro rata. Annual leave entitlement will increase with length of service.