



Contract terms for the Director (and spouse)

The contract will be for 7 years, subject to a 3-month probationary period, with the option of renewal by agreement with the Chair of Council.

The director (and spouse) will be members of the Community and will commit to the first stage Community Promises and Pathway on arrival and to the second stage promises at the end of the handover period or after 3 months, whichever is sooner.

Allowances

Current allowances for 5-year or longer contracts are:

Personal allowance (per person)	£568.25 per month
Child allowances (per child):	
0-24 months	£97.25 per month
2-5 years	£143.25 per month
6-10 years	£194.75 per month
11-17 years	£260.75 per month

Allowances are reviewed annually for the calendar year.

Additional temporary financial needs may be assisted by discretionary allowances by arrangement with the Chair of Business & Finance. (Any such assistance must be agreed by them, one other trustee from the Business & Finance Committee and a member of the Community Leadership Team.)

Pension

If the director is ordained, then the standard contribution will be made to the appropriate denominational pension scheme (if any) to preserve the benefit at retirement age.

A lay director will receive a monthly contribution to a personal pension at the current rate of £606.75 per month.

A monthly pension contribution will be made for a spouse at the current rate of £244.75 either to an existing personal pension or by enrolment in the NEST scheme.

Housing

Housing is provided under a service tenancy agreement. The ground floor facilities must be available for a weekly Community meeting.

(Housing will be provided on site, in Scargill Grove aka Woody End. Initially, it is expected that housing will be in Scargill Cottage or Lower Pentex, but may need to be in a property in Kettlewell rented by Scargill for that specific purpose.)

All statutory and service costs, insurance and maintenance will be paid by Scargill. Personal contents and possessions are not covered by Scargill's insurance either at home or away from home.

The accommodation in Scargill Grove comprises:

- Ground Floor - kitchen/dining room; large lounge (formerly 2 rooms, opened into 1 large room which is used for community meetings), toilet/shower/utility room
- First Floor - 4 bedrooms of various sizes; bathroom with shower over bath; toilet
- Loft (accessed via ladder) - one large & one very small bedroom (only really suitable for occasional guest use who can manage the ladder access)
- A garden area on 3 sides of the house.
- Independent oil-fired heating throughout the house.

Keep

All food is provided for normal meals. Some of this is provided as meals at the main house with guests & community. For meals at home, food and ingredients are available from the community pantry and freezer. Other basic food and ingredients can be ordered through the regular online supermarket delivery for Community. Treats and more luxury foods are not covered and are bought personally.

Work pattern and holiday entitlement

Work rotas cover a 4-week period. There is a day off every week and 2 extra days off in each 4-week rota. Sundays are usually a shorter working day, finishing about 3:00 pm.

Holiday entitlement varies depending on length of service:

Year 1 & 2	28 days holiday
Year 3	30 days holiday
Year 4	32 days holiday
Year 5 & onwards	34 days holiday

This annual holiday entitlement includes 8 bank holidays taken in lieu. 5 days annual holiday are taken by all community members over the Christmas holiday period.

Out-of-pocket expenses

Scargill will offer a generous contribution by negotiation towards moving costs.

Expenses will be met in full.

Travel for business may be undertaken in the Community car or in a personal vehicle. For personal vehicle use, a mileage allowance is paid at the amount allowed as tax-free by HMRC (currently 45p per mile up to 10,000 miles pa).

The director will have a debit card, which should be used for all travel and other 'business' expenses whenever possible (receipts must be provided for all transactions).