**Terms and conditions of service**

**Job title: Fundraising Assistant**

The salary for this post is £24,409 per annum

This is a full time position for 35 hours per week.

This position is based at our head office in Marylebone, London

**Additional benefits:**

* Free life assurance
* Generous Group Personal Pension scheme (up to 15% of salary employer contribution)
* Paid leave entitlement is 25 days per annum, increasing to 26 days after 3 years service and 27 days after 5 years service
* Sickness Benefit Scheme
* Childcare Voucher scheme
* Professional subscription
* Company Maternity, Paternity and Adoption pay
* Employee Assistance Programme

**Blind Veteran’s UK training policies**

The Charity has achieved Investors In People status, which reflects our commitment to develop our staff to enable them to perform their jobs to the best possible standards. This will not only enable staff to develop their own potential but also to ensure that the level of service to our beneficiaries is of the highest standards. You will be provided with all the training needed to ensure that you develop your skills, this starts with induction and is provided throughout your career.

**Please note that these details are provided for information purposes only**