

Emmaus Bible School development worker – terms and conditions

This role is seen as very much serving the Lord, first and foremost. It may well be that you will want to devote some of your time to existing avenues of service and this is quite acceptable. This role is therefore offered on a self-employed basis.

- A rate of £11.73 / hour will be paid (£20,674 annual salary, allowing for 5 weeks unpaid holiday).
- Hours to be worked to be agreed with the Director in broad principle
- Travel expenses of 40 pence per mile will be paid (when this is not direct travel to and from the office), or second class rail travel. Other reasonable expenses will be looked at at the Directors discretion but must be accompanied by a receipt.
- Each month an expenses claim form must be submitted to the Director – the Emmaus expenses claim form is readily available from the Office manager.
- You will be responsible for informing HMRC of your income and for completing self assessment forms. The Director is happy to offer advice so far as this is concerned.
- You will be responsible for making your own pension arrangements.
- There is no formal arrangement to cover periods of sickness or holiday.
- Serious doctrinal or moral error will be deemed sufficient reason to immediately cancel this agreement

Name..... Signature.....

Date.....