



ROYAL EXCHANGE THEATRE

Terms and Conditions

Position:	Executive Director
Salary:	£65,000 - £75,000 per annum (dependent on skills & experience)
Hours of work:	Typical hours of work are 10:00 to 18:00, Monday to Friday, however the postholder will be expected to keep their working hours flexible to a reasonable extent, depending on the needs of the Company.
Holidays:	25 days per annum plus 8 bank holidays
Other Requirements:	<p>Right to Work: Before starting employment at the Royal Exchange Theatre, all individuals are required to provide evidence that they hold the legal right to live and work in the United Kingdom (UK).</p> <p>References: We require 2 satisfactory employer references for our recruitment process.</p>
Pension:	<p>Staff will be automatically enrolled in The People's Pension subject to a 3-month postponement period, providing your regular earnings are above the earnings threshold (calculated on a yearly basis by the Department of Work & Pensions).</p> <p>Employees are currently started at the minimum contribution rate of 2.5% of qualifying earnings. The Royal Exchange will also contribute 2.5% towards your pension pot. If you would like to increase your contributions, the Royal Exchange will match this up to a limit of 4%.</p>
Other benefits:	Subsidised Green Room Childcare vouchers

Complimentary tickets to Royal Exchange productions

Probationary period: 6 months