

Benefits Guide



Annual Leave

All staff receive a minimum of 27 days' annual leave (pro-rata), which includes 1 Wellbeing Day, in addition of bank holidays (or equivalent), increasing with length of service (1 day per every full year of service, up to a maximum of 30 days).



Pension Scheme

Dogs Trust operates a group personal pension scheme with Zurich. All staff can enrol after passing their probation period. For those who wish to take it up, we operate a salary sacrifice scheme. Dogs Trust makes a generous employer's contribution to your pension fund, matching your contribution, up to a maximum of 6% and adding a further 10% contribution on top.

Employee Assistance Programme

Dogs Trust provides access to an Employee Assistance Programme to help support our staff. This includes a Staff Support Line (SSL), a confidential service running 24/7 for you and anyone living in your immediate household, including your family members.



Life Assurance

Dogs Trust helps you make provision for your beneficiaries in the event of your death whilst in employment at Dogs Trust. From day one of your employment with Dogs Trust you are covered by life assurance – up to 3 times your contractual base salary.

Sick Leave

We offer paid sick leave to staff that may be paid even up to 12 weeks full pay and 12 weeks half pay, depending on your circumstances, at the discretion of Dogs Trust.

Supporting families

Maternity Leave

Any employee who has accrued 1 year's continuous employment with Dogs Trust by the end of the 15th week before the expected week of childbirth will be eligible to be paid a discretionary enhanced maternity pay (EMP) in relation to the first 13 weeks of maternity leave.

EMP provides 13 weeks of full pay during the first 13 weeks of maternity leave, followed by 13 weeks of half pay for the remaining 13 weeks of maternity leave (minus the Maternity Benefit you receive from Social Welfare)



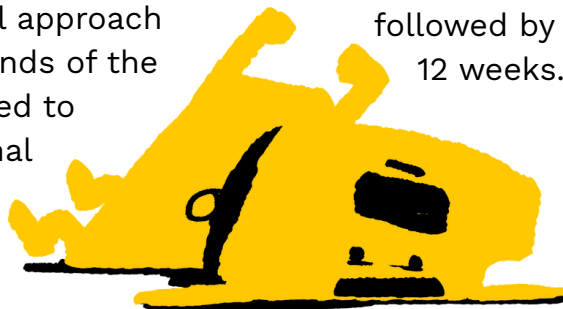
Paternity Leave

Dogs Trust also provides support to employees who are wishing to take Paternity Leave. Dogs Trust will pay you in full for the first 3 days of paternity leave (or a pro rata equivalent if you work part time).

IVF Leave

IVF involves regular medical appointments for both males and females which will be dealt with in the same way as time off for any other medical appointments.

The nature of IVF may warrant being flexible with our usual approach because of the demands of the treatment and the need to possibly have additional time off around the appointments.



Adoption Leave

We offer discretionary Enhanced Adoption Pay for up to the first 24 weeks of adoptive leave. This provides a top-up to your Adoptive Benefit from the Department of Social Protection, bringing your pay to full salary for the first 12 weeks, followed by half pay for the next 12 weeks.

Belong at Dogs Trust



We celebrate diversity at Dogs Trust and want everyone to feel safe, welcome, and included within our organisation. Staff from different departments regularly meet as the Belong Group to discuss inclusivity at Dogs Trust and how we can make sure all team members feel supported at work.

DEI&B

All colleagues and third parties, including volunteers, customers, suppliers, agency staff and consultants have the right to be treated fairly, free from discrimination, harassment, victimisation or bullying.

Transition Leave

We are committed to supporting colleagues who choose to transition. To support colleagues during this time, we offer up to 30 days' paid Transition Leave (pro rata for part-time colleagues), equivalent to six weeks' leave for a full-time employee.



Menopause & Menstuation Policies

Staff who might be finding it difficult to cope at work because of uncomfortable menstrual or menopause symptoms can discuss taking sick leave with their managers. We also recognise that colleagues who are affected by menopausal symptoms may want to consider a temporary adjustment to their role or duties and this may be discussed with their managers.

We have many more perks at Dogs Trust Ireland, including:

- Compassionate leave (including if your dog passes away)
- Training and development
- Cycle to Work scheme
- Health Insurance (for eligible roles)
- Wellbeing resources
- DT Shop discount

If you have any questions, reach out to the HR team at recruitment@dogstrust.ie.

