

MY REWARD & BENEFITS

A candidate guide

Contact us:

REWARD@PORT.AC.UK

YOUR TIME.

YOUR PLACE.



WELCOME AND INTRODUCTION

Now is an inspiring time to join the University; it's fantastic that you are considering working with us. As a University, we are going places; we are ambitious and fast-moving. We aim to be the top modern University in the UK and within the top 100 in the world by 2030.

The Reward and Recognition team is here to develop and manage our benefits offering and to support all colleagues in understanding its makeup and value. This short information pack summarises the main elements, which I hope you find helpful.

Please don't hesitate to contact us if you have any questions or would like an informal discussion about any element of our reward and benefits package. You can contact the recruiting manager or the Reward and Recognition Team directly (we can be reached at reward@port.ac.uk). We would love to hear from you.

Best wishes



James Morris
Head of Reward and Recognition



A NEW BREED OF UNIVERSITY

We exist to be a world-class university, one that makes a difference to the world through transformational education, research and innovation. But to do great things, it takes more than good intentions.

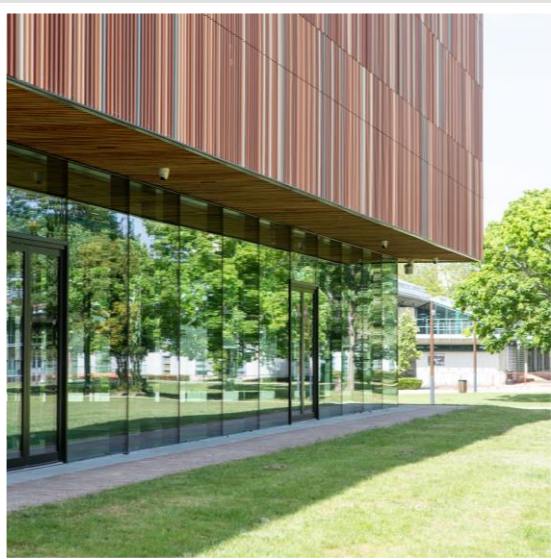
Three things tie together our plan for the future:

- our ambitious mission,
- our vision for bringing it to life, and
- our values (Ambitious, Responsible, and Open) define how we work, collaborate and behave.

We've already made giant leaps towards our goals – we're developing our campus with a £400m estates programme and becoming a more sustainable university, and the strategies and plans we have in place are ready to be explored on [our website](#).

Working with us is rewarding in more ways than one. We are a new breed of university in a buzzing, diverse city with plenty of stories to tell, and it's not just our students who enjoy the benefits. We've been awarded an **Athena SWAN Silver Award** for our commitment to gender equality, and we've got plenty of other **awards and rankings** successes to shout about, too – but first and foremost, we're here to create bigger and better opportunities for all – our students, our staff and our community.

We're building a brighter future and looking for people to help us get there. If that sounds like something you'd love to do, please get in touch.



A GREAT ISLAND CITY

Our campus sits in the heart of the city and is close to both Portsmouth & Southsea and Portsmouth Harbour train stations, and there is an excellent park-and-ride scheme that together makes commuting extremely easy.

Portsmouth is a great waterfront city with a diverse and vibrant community, packed with amenities and attractions and is situated 70 miles southwest of London and approximately 20 miles southeast of Southampton.

There is plenty here for you, whether your interest is in soaking up the history on display in the Historic Dockyard or having a relaxing lunchtime strolling along the harbour, enjoying some lunch or retail therapy at the south coast's leading designer shopping outlet, Gunwarf Quays or the nearby Southsea Common, one of our beaches or the many parks and green spaces. See [Visit Portsmouth](#) for a definitive guide to the area and all it offers.

Granted city status in 1926, Portsmouth is the only English city not on the mainland of Great Britain (as it is mainly situated on Portsea Island). Portsmouth is possibly the world's best-known port, with a history that can be traced back to Roman times. The home of the world's first dry dock, it has been a significant Royal Navy dockyard for centuries, and the University of Portsmouth has been a proud signatory of the [Armed Forces Covenant](#) since 2016.



MY REWARD AND BENEFITS

Reward and Recognition

REWARD AND RECOGNITION

Celebrating achievement and performance is something you might expect from a Higher Education Institution, and it's certainly something we value.

We offer...

A Competitive Salary. We offer a competitive salary, and a range of role and responsibility-specific allowances, recognising particular working arrangements (such as unsocial hours working)

Annual Incremental Progression. Your salary is subject to annual review and incremental progression within your pay scale, recognising the experience you will build during your career. That experience and commitment are also recognised through our long service awards.

A Cash Recognition Awards Scheme. We offer in-year cash Recognition Awards to acknowledge, celebrate and reward individuals and teams who have 'gone the extra mile', excelled in their roles and achieved exceptional performance.

Our Vice Chancellor's Awards for Excellence. Our Vice Chancellor's Awards programme brings together our whole community to celebrate students, staff, alums and members of the wider community who have made an exceptional contribution to the University, its values, its ambition and its success, as set out in our strategy.



MY REWARD AND BENEFITS

Health & Wellbeing

HEALTH & WELLBEING

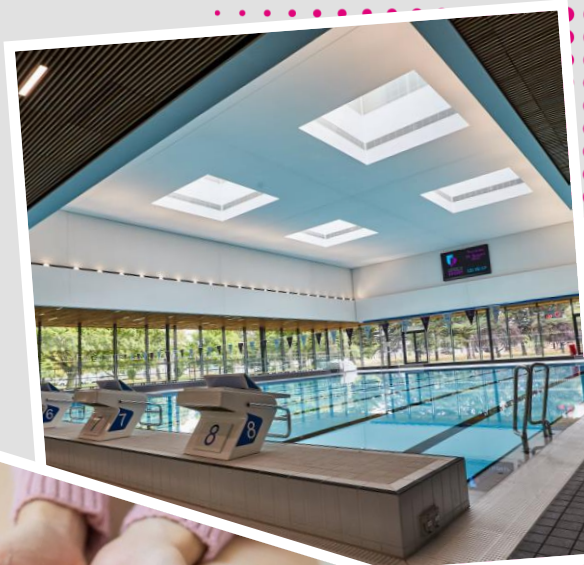
The health and well-being of our whole University community is critically important to us. You will have access to a range of benefits which promote your mental and physical health and well-being.

We offer...

Health at Hand. Free access to 'Health at Hand' telephone health information and support service, provided by AXA Health. Speak to qualified nurses, counsellors, pharmacists and Midwives who can help you understand medical test results, and discuss your prescribed medication for any pregnancy or wider health and wellbeing concerns. The nurse-led service is available 24/7, with the additional specialist pharmacist and midwife support available from 8 am to 8 pm, Monday to Friday, 8 am to 4 pm Saturdays and 8 am to 12 pm Sundays.

Employee Assistance Programme. Free access to our Employee Assistance Programme (EAP) offers many resources, including a confidential helpline for advice, support and onward referral, when appropriate, covering everything from relationships to finances. The service also offers first-class digital resources, help guides, podcasts and audiobooks, to name but a few.

Occupational Health Support. Accessible Occupational Health support. The team can provide expert advice and guidance if your work is impacting your health and well-being (or vice versa)



HEALTH & WELLBEING

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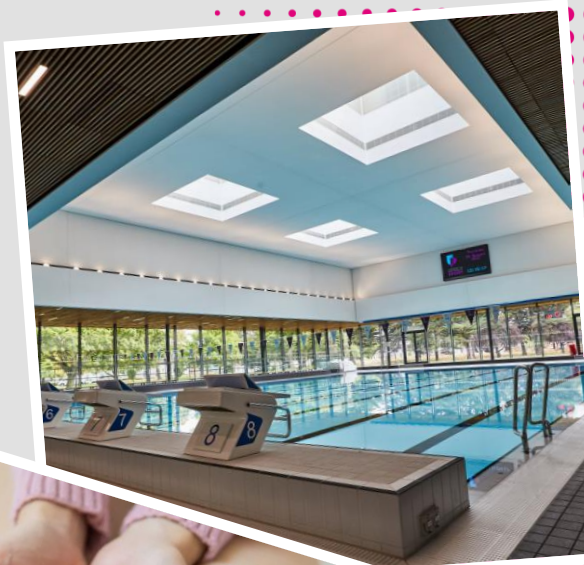
We offer...

World-class Gym and Sports Facilities. Exceptional value membership all of our leading gym and sports facilities, including our new Ravelin Sports complex, which offers unparalleled facilities (including a 25m 8 lane swimming pool, 175 station fitness suite, climbing wall, ski simulator, café and a community orchard, to name but a few of the highlights)

Private Medical Insurance Discounts. Access to discounted Private Medical Insurance via UniHealth

Chaplaincy Services. A chaplaincy service which offers a compassionate ear to all, of any faith and of none and a sanctuary room as a quiet place for reflection and prayer or to take a little time out of the hubbub of life; we also have two Islamic prayer rooms (including ablution facilities)

Free Eyecare. Free eye tests and contribution to the cost of glasses (where required for DSE use); discounts on the purchase of glasses and contact lenses,



MY REWARD AND BENEFITS

Travel & Sustainability

TRAVEL & SUSTAINABILITY

We offer...

Easit-Portsmouth Membership Access. Membership of the EasitPORTSMOUTH scheme offers you access to a 15% discount on rail tickets (including season tickets); 25% discounts on Hovercraft travel; a carshare portal where you can offer or seek a car share partner(s); deals via Enterprise CarClub, Halfords, Brompton Bike Hire and others; and the ability to try cycling to work, by having access to a loaned bicycle, alongside many promotions throughout the year.

Advances of Salary Scheme for Season Ticket Purchase. An interest-free advance of salary (loan) scheme enables you to spread the cost of purchasing travel season tickets, whether for train, bus, ferry or Hovercraft, over the ticket's life.

Salary Sacrifice Cycle Scheme. A Salary Sacrifice Cycle to Work Scheme, offering significant savings as the cost is deducted before tax and national insurance (e.g. on a cycle costing £500, a saving of over £200 can be achieved)

Electric and Hybrid Electric Car Salary Sacrifice Scheme. A Salary Sacrifice Electric and Ultra-Low Emission Hybrid Car Scheme, offers you all the benefits of a brand new electric or hybrid electric vehicle, which includes free servicing, insurance, maintenance, roadside recovery and offers significant savings as the cost is deducted from your salary before tax, national insurance and pension contributions.

Sustainability is a passionate priority for us. We are one of only a handful of universities to have set ourselves the ambitious target of becoming a climate-positive university by 2030. We can all play our part, and we'll help you to play yours



Coming Soon!

Our provider will soon be offering 'nearly-new' electric and hybrid electric vehicles on our car scheme

TRAVEL & SUSTAINABILITY

We offer...

Bus Travel Discounts and Park & Ride Scheme. Bus travel discounts (a) 40% discount with FirstBus Commuter Club (Free) membership; (b) free use of the University Bus service and (c) Access to Park & Ride (PR1 Service) for as little as £2 per day, covering parking and return bus travel

Gosport Ferry Discounts. A 10% discount on season tickets with Gosport Ferries

Hover Travel Discounts. A 25% discount on Hovercraft tickets between Portsmouth and the Isle of Wight for you and up to four guests.

Discounts Portal. Discounts are available for a wide range of travel and transport options via our MyBenefits platform

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MY REWARD AND BENEFITS

Growth & Development

GROWTH & DEVELOPMENT

We offer...

Comprehensive Induction. We want you to feel part of our community even before joining us, so your new manager will arrange a comprehensive induction to your role and ensure you have everything you need, supplemented by comprehensive support materials. We also provide full in-person induction events regularly, where you can meet our senior leaders and learn all about the great opportunities ahead of you.

A Complete Learning and Development Offering. We actively promote the use of mentoring, self-directed learning, experiential learning, job shadowing, exchanges and conferences in addition to scholarship and course-based learning to encourage a culture of continuous professional development for all staff.

Discounted Tuition Fees (Self & Children). Discounts are available on University Tuition fees for all staff and the children of staff. Plus, free access to courses to learn a new language

Access to Top-Class Facilities. Free access to our excellent Library services and other educational resources, such as LinkedIn Learning to support your continuous development

We exist to be a world-class university; one that makes a difference to the world, through transformational education, research and innovation, we prize and champion the development and personal and professional growth of our people



MY REWARD AND BENEFITS

Financial Benefits

FINANCIAL BENEFITS

We offer...

Sector-Leading Defined Contribution Pension Provision. Access one of the most generous defined contribution pension schemes available in the UK. Our High-quality schemes enable long-term financial planning. Depending on your role and circumstances, you will have access to the appropriate scheme for you. (see [page 19](#) for details)

Pre-Retirement Planning. Access to high-quality independent retirement planning sessions to help you understand your options and plan for a successful transition into retirement.

Life Insurance Cover. If you are a member of our MyPensionPlus pension scheme, you will have access to high-quality life insurance coverage at no cost to you. This cover offers you the peace of mind that comes from knowing that your loved ones will be financially secure in the event of your death in service.

Free Professional Will Writing Service. The ability to have a will professionally written, for yourself and your spouse, and up to 3 other friends or family members, at no cost, ensuring that your wishes will be carried out and your loved ones protected when you die.

Free Professional Mortgage Education, Advice and Brokerage. The ability to access free, whole of market, independent advice guidance and fee-free brokerage for all your mortgage requirements.

Financial wellbeing forms an integral part of our commitment to creating and maintaining a healthy workplace community where our people can flourish, reach their potential, and make significant contributions to their success of the university.



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We offer...

A Plethora of Discounts and Offers Via 'MyBenefits'. Access to a leading range of discounts and offers on everything from grocery shopping, travel and holidays to DIY and professional and financial services, available throughout the year via our online platform and mobile phone application. (visit: www.port.ac.uk/mybenefits)

University Discounts and Offers. Ranging from discounted tuition fees for colleagues and children to discounts and loyalty schemes for our excellent on-campus catering services. In addition, Microsoft offers a discount to all colleagues and students of 30% on the cost of a personal subscription.



UK LEADING PENSION PROVISION

Helping you achieve financial security for you and your family in retirement

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We offer several pension schemes. Your role and circumstances will determine which you are eligible to join. Please get in touch with the team if you'd like to understand more. Our three central pension schemes are:

MyPensionPlus (Aviva) Our bespoke flexible defined contribution pension scheme is available to permanent and fixed-term salaried colleagues and is a sector-leading defined contribution scheme. MyPensionPlus offers significant choices in employee contributions, generous employer standard and matching employer contributions, high-quality life insurance and additional free, flexible benefit modules such as free gym membership or free annual health checks (selectable annually). Employee contributions are made via salary sacrifice arrangements, by default, providing you not just with tax relief but also relief from employee national insurance contributions. The scheme guide is available from our [Staff Benefits page](#).

Aviva Defined Contribution Scheme (for London Campus Roles) is our defined contribution pension scheme available to colleagues in roles at our London Campus. The scheme guide is available from our [Staff Benefits page](#).

UASL NEST is our defined contribution pension scheme available to casual and hourly paid colleagues and all those ineligible for enrolment in MyPensionPlus, offering a choice in employee contributions. The scheme guide is available from our [Staff Benefits page](#).

National Health Service Pension Scheme (NHSPS). The principal pension scheme for medics and clinicians in the UK (also a defined benefit scheme). NHSPS has many restrictions upon whom we can enrol in the scheme. If in any doubt, please check with the team. More information on NHSPS is available [here](#).



MY REWARD AND BENEFITS

Work-Life Balance & Flexibility

WORK-LIFE BALANCE & FLEXIBILITY

We offer...

Generous Holiday/Annual Leave Allowance. A generous Annual Leave allowance of 30 Days for London Campus roles, 32 days (35 days for academic roles) per year from day one for Portsmouth Campus roles.

Holiday/Annual Leave Purchase Scheme. The annual opportunity to purchase up to a further 5 days holiday per year via our salary sacrifice Holiday Purchase scheme.

Public/Bank Holidays. An allocation of 8 paid public holidays, in addition to annual leave.

Campus Closure Days. Paid closure days (the University is closed from 24th December to 1st January (inclusive) and these days are granted paid leave, in addition to annual leave and public holidays.

Family Leave. Excellent family leave arrangements (Maternity, Paternity and Adoption leave); supported by excellent family leave pay arrangements.

Flexible Hybrid Working. A flexible approach to work location, where requirements will be agreed with your manager.

We are a community. We care about and depend upon each other for our success, so we work hard to build our community and to ensure that we are all included. We recognise the need to balance time at work with time with our families & friends and investing in ourselves and our relationships.



DO YOU HAVE

any questions?

Contact us at: reward@port.ac.uk

