

Employee Benefits

RBG Kew

Joining the team at RBG Kew comes with a range of benefits and development opportunities.
For further information on the benefits offered, please contact us at **jobs@kew.org**.

Work–life balance

- **Annual leave**
  We offer a generous annual leave entitlement. For colleagues working full-time this is 30 days on entry, excluding bank holidays, rising to a maximum of 33 days after 5 years' service. Entitlement for those who work part-time is calculated on a pro rata basis.
- **Generous and comprehensive policies for employees with family and caring responsibilities**
  These include maternity, paternity and adoption leave, career breaks and flexible working.
- **Hybrid working**
  We operate hybrid working as standard for those whose roles allow this, with eligible staff able to work up to 60% of their hours from home.

Employee wellbeing

- **Employee Assistance Programme**
  The programme consists of access to advice and counselling, via a confidential 24/7 helpline, and an extensive website/mobile app.
- **Staff inclusion networks**
  Our inclusion networks LGBTKew, Gender@Kew, Faith@Kew, Mental Health and Wellbeing, Race and Ethnicity, Disability and Neurodivergence Network (DaNN), Menopause@Kew, Newly Immigrated and Families@Kew are open to all colleagues. Our staff networks offer opportunities to connect, have fun, learn and contribute to the creation of an organisational culture where everyone knows they belong.

Financial wellbeing

- **Pension benefits**
  RBG Kew offers a Group Personal Pension Scheme through Royal London, with a generous employer contribution of 8% of salary (5% more than the government minimum). There is no minimum employee contribution; however, if you do decide to contribute, Kew will match your contribution up to a further 2%, making the total possible employer contribution 10%.

  Life assurance is also provided.
- **Help with immigration costs**
  For prospective employees who require sponsorship via the skilled worker route or who apply for a global talent visa, we offer reimbursement for the visa application fee. We also offer a visa loan scheme to a maximum value of £8,000, repayable over up to 24 months.
- **Interest-free loans**
  An interest-free season ticket and/or bike loan is available for employees on permanent and fixed-term appointments. The loan is paid back via monthly payments deducted from your salary.
- **Payroll giving scheme**
  Make tax-efficient charitable donations direct from your pay.

- **Access to our flexible benefits portal**
  Employees have access to our flexible benefits portal, Kew Rewards, both online and via an app, which allows you to review and select flexible benefits to suit your lifestyle. You can choose to take up discounted dental insurance, purchase a discounted gym membership through our Gymflex scheme, spread the cost of home or technology purchases and more. Through the website, you can also access discounts and offers at hundreds of different retailers, cinemas and attractions such as Vodafone, Dell, Apple and a wide range of high street shops and supermarkets.

- **Cycle-to-work scheme**
  Our tax-efficient salary sacrifice cycle-to-work scheme gives you the opportunity to purchase a bike for cycling to work at little over half the normal cost.

Professional development

- **Training and development**
  We provide comprehensive and continual training throughout your career, including face-to-face training and support with professional and team development.

Organisational perks

- **Free access to museums, galleries and gardens**
  Free admission to the gardens at Kew and Wakehurst for you, plus up to four friends/family members on presentation of your staff pass. There is also a reduced-price membership offer for staff after one year of service.

  National museums, galleries and gardens that have reciprocal access agreements with Kew offer free admission to Kew staff members on presentation of a staff pass.

- **Staff offers**
  We offer a 50% staff catering discount across our onsite restaurants and 20% discount in the Kew and Wakehurst shops, and Kew's online shop. Throughout the year, there are special staff discount weeks and staff offers on Kew and Wakehurst events and offers for Kew staff from local businesses.