



**YORKSHIRE DALES**  
National Park Authority

## **Yorkshire Dales National Park Authority General terms and conditions of employment**

### **Pension**

Officers are automatically enrolled onto the Local Government Pension Scheme (the North Yorkshire Pension Fund), which is contributory. This is a Career Average Revalued Earnings (CARE) scheme.

Further details can be found at [www.nypf.org.uk](http://www.nypf.org.uk).

### **Hours of work**

The normal hours of work are 37 per week, Monday to Thursday, 8.30am to 5.00pm and Friday 8.30am to 4.30pm.

A flexitime scheme is in operation. This allows employees to vary their start and finish times within set parameters to help their work fit in with their social and domestic responsibilities. If they have accrued sufficient time, the scheme allows them to take up to 12 days extra leave during the year.

### **Holidays**

The holiday entitlement is based on length of service within Local Government or related employment.

- On commencement of employment: 25 days.
- After 1 year continuous service: 26 days.
- After 2 years continuous service: 27 days.
- After 3 years continuous service: 28 days.
- After 4 years continuous service: 29 days.
- After 5 years continuous service: 30 days.
- Plus 8 bank holidays.

Pro-rata for part time employees.

### **Induction**

The Authority is committed to providing all new starters with a comprehensive induction programme, tailored to the individual requirements of their post.

## **Training and development**

The National Park Authority is committed to the professional and personal training and development of its employees. To support this, the Authority has achieved the national Investors in People (IIP) Standard. An appraisal scheme is in place for all employees and opportunities to undertake in-house and external training programmes are available.

## **Recruitment clearance**

The offer of appointment is subject to medical clearance and receipt of satisfactory references.

## **Miscellaneous**

New entrants to local government are subject to a probationary period of six months.

Some posts are subject to a Disclosure and Barring Service (DBS) disclosure. This will be clear from the job advert and details.