

# C3 Employed Team Rewards & Wellbeing

Updated: March 2025

# Welcome

We believe that God is incredible, and He created you and brought you to The C3 Church Employed Team for a reason.

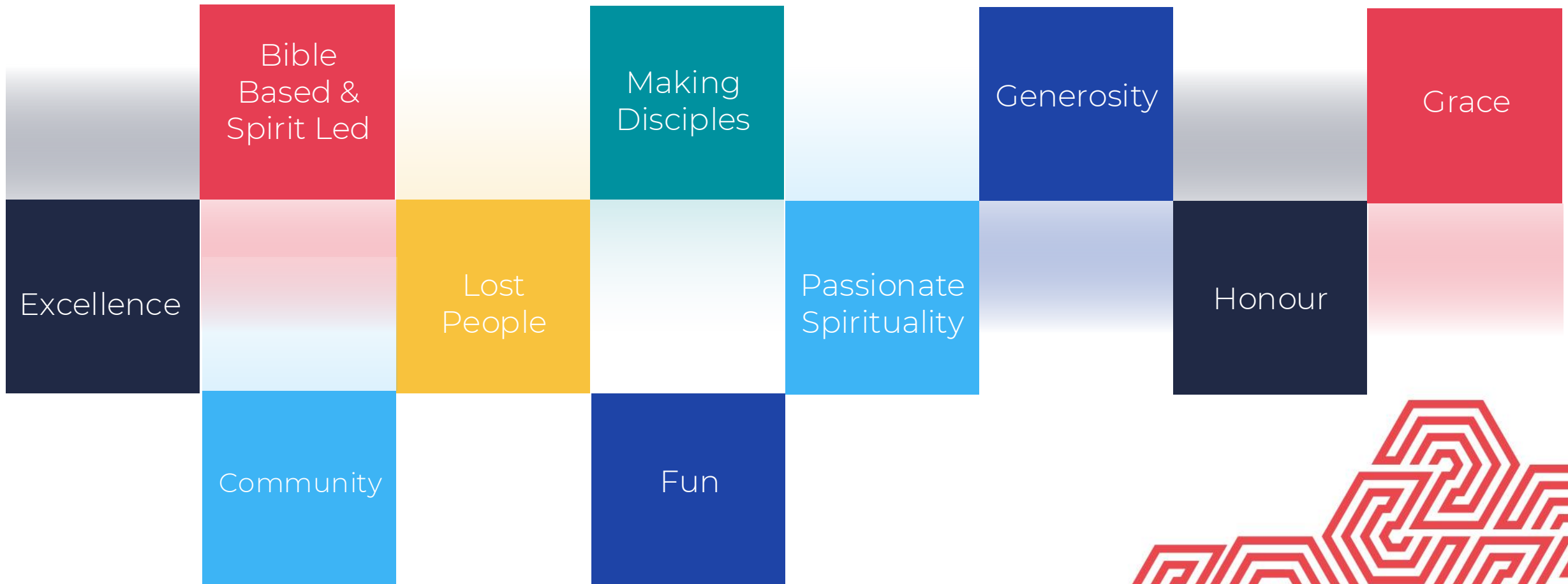
Your skills, dedication, and service are vital to who we are as a team, and we are grateful for everything you do. We understand that you give your best to us, and that allows us to give our best to our C3 family. Through your hard work, we can show the amazing love of God to others.

We care about you and want you to be happy and healthy, so we have created a package of rewards and wellbeing activities that reflects our generosity and appreciation of your excellence.



# Our Values

These are our values for the whole C3 Family, including our employed team. Our team rewards and wellbeing reflect these values too.





# Honour life events

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We value honour

We love to celebrate our team and honour them around life events. We pray and give a gift to those getting married or having children.

We also celebrate birthdays with a gift of our appreciation.





# Annual Leave

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We believe that taking time off for holidays is crucial for your well-being, so we want to make sure you have plenty of opportunities to relax, recharge and do the things you love.

Our holiday year runs from September to August, and you are entitled to 33 days of paid holiday that accrues monthly throughout the year, including bank holidays. It is important to take advantage of these holidays and use them all to take care of yourself.

We encourage you to plan regular breaks throughout the year, booking in advance and remembering to include bank holidays in your plans.

Details of how to request leave is detailed in our Team Handbook under the Holiday and Special Leave Arrangements Policy.



# Flexible working and TOIL

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We recognise the need to balance work and life, and flexible working can help with this. Team can apply for a regular change to their pattern of work by following the process detailed in the Flexible Working Policy.

At C3, we sometimes need to work evenings and Saturdays. Time Off In Lieu (TOIL) will be given when employees are asked to work an extra half-day or full-day in addition to their regular hours. TOIL should be used within one month following its accrual.

Details on the eligibility for TOIL and the process for requesting TOIL is detailed in our Handbook under the Holiday and Special Leave Arrangements Policy.



# Sick leave

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If you are feeling unwell, we want you to rest and recover without any additional worries. That is why we offer full pay for up to four weeks of sick leave within a 52-week period. We hope this benefit gives you the peace of mind to take care of yourself when you need it most. Further sick days if needed should be discussed with your manager.

For more details, please read the Sickness Leave policy in the Handbook.



# Compassionate leave


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We understand that losing a loved one can be difficult and we want to support our employees during these times. Therefore, we offer paid leave for employees who experience a family member passing. In some special situations, we may also grant paid leave for the loss of a close friend. The duration of the paid leave will usually be one week per annum.

Further information is available in our Handbook under the Holiday and Special Leave Arrangements Policy







# Family leave

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We know that starting a family is a big deal and it takes time to adjust to all the changes that come with it. That is why we offer maternity, adoption, paternity and shared parental leave and pay as per the statutory guidelines, with additional enhanced pay for eligible employees. If you are expecting a child or planning to adopt, please let your manager know as soon as possible so that we can explain your entitlements and obligations. We also provide time off for antenatal appointments.

Further information is available in our Handbook under the Family Leave Policy

# Families

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As well family leave for new babies we have information to support families at any age of child. Please see our Childcare Support Policy for information about:

- Finding childcare
- Childcare financial support
- Flexible working
- Emergency time off

We also offer free tickets for your children for any C3 event with Kids or Youth paid tickets.



# Sabbatical

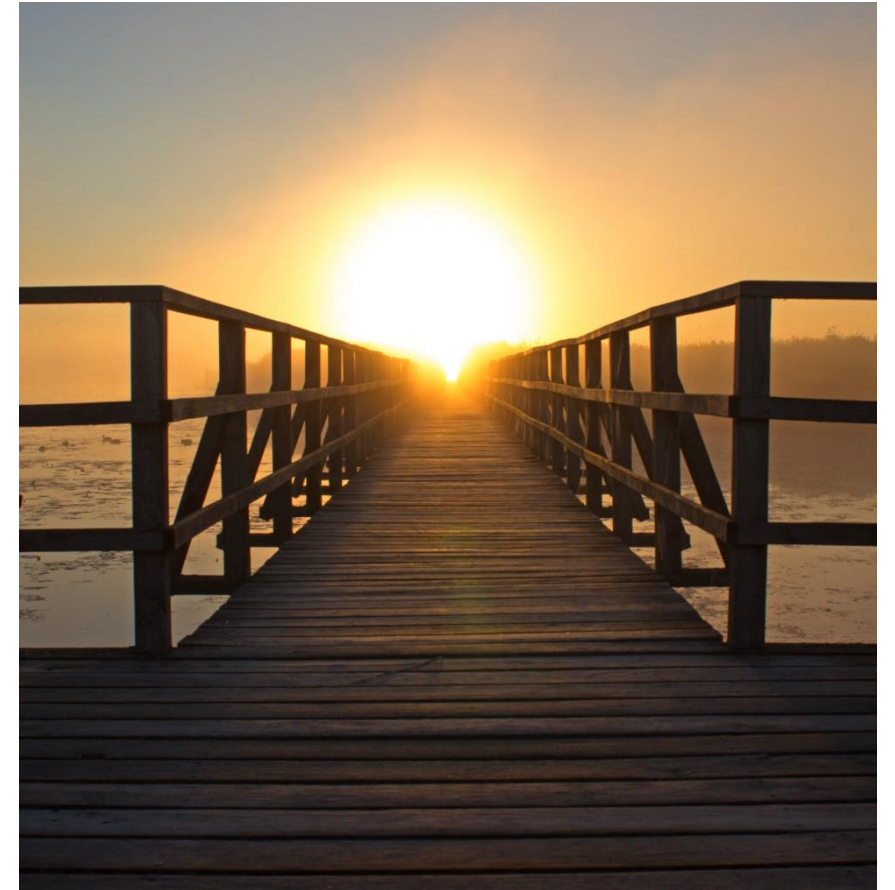
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We value generosity and honour.


We believe the time and opportunity to have a sabbatical is not a casual benefit or simple organisational perk, but rather, a means to demonstrate our culture of generosity and develop a healthy team.

All team who reach 10 years of continuous employment with us will be given the opportunity to take a period of paid leave to go on a sabbatical of at least four weeks.

Details of Sabbatical eligibility and application process is detailed in our Handbook under the Sabbatical Policy.





A person with long dark hair, wearing a white long-sleeved top, is sitting on a dark, rocky cliff. They are facing away from the camera, looking out over a calm body of water towards a bright sunset. The sky is a mix of orange, pink, and light blue. The sun is low on the horizon, creating a strong glow. The cliff edge is rugged and dark.

# Mental well-being

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We recognise the importance of your mental well-being. As such, we provide mental and wellbeing training workshops, in the workplace as well as several courses available to the congregation as a whole.

We also offer up to six sessions with a counsellor to talk through work related experiences and how to strengthen your mental well-being on a 1-2-1 basis.

# Socials

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We value fun!

Each year we spend time together for a summer BBQ social and a Christmas dinner... with secret Santa. We enjoy this time together and there is often games and laughter.

Throughout the year we also have spontaneous social time. Whether a pancake breakfast, a valentine lunch or a trip bowling, giving time for us to grow closer as a team.







We value community

## C3 Circle

We value our time together as a team. Every Tuesday morning we meet to have breakfast together, celebrate good news, pray, worship, train, hear announcements and much more.





# Desk comfort and eye tests

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We recognise a lot of your role is in front of a screen at a desk. We want to make sure you are sitting comfortably whilst working at a desk, so please let us know if there is anything that is troubling you or your posture.

We will also pay for eyesight test expenses. Go ahead and book an eyesight test to check all is ok.

# Work from home

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We value that your work may benefit from time in solitude for deep concentration. As such, we offer homeworking to the team after six months of employment.

Details on how to request time to work from home is detailed in our Handbook under the Homeworking Policy





# Pensions

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We believe in helping you plan for your future. This is why, after three months of working with us, you will be eligible to join our Workplace Pension Plan. This plan, currently provided by NEST, will help you save for retirement.

C3 will contribute 5% of your annual basic salary, subject to you contributing 5% as well. We hope this benefit gives you peace of mind and a sense of security as you continue your career with us.



# Mentoring and coaching

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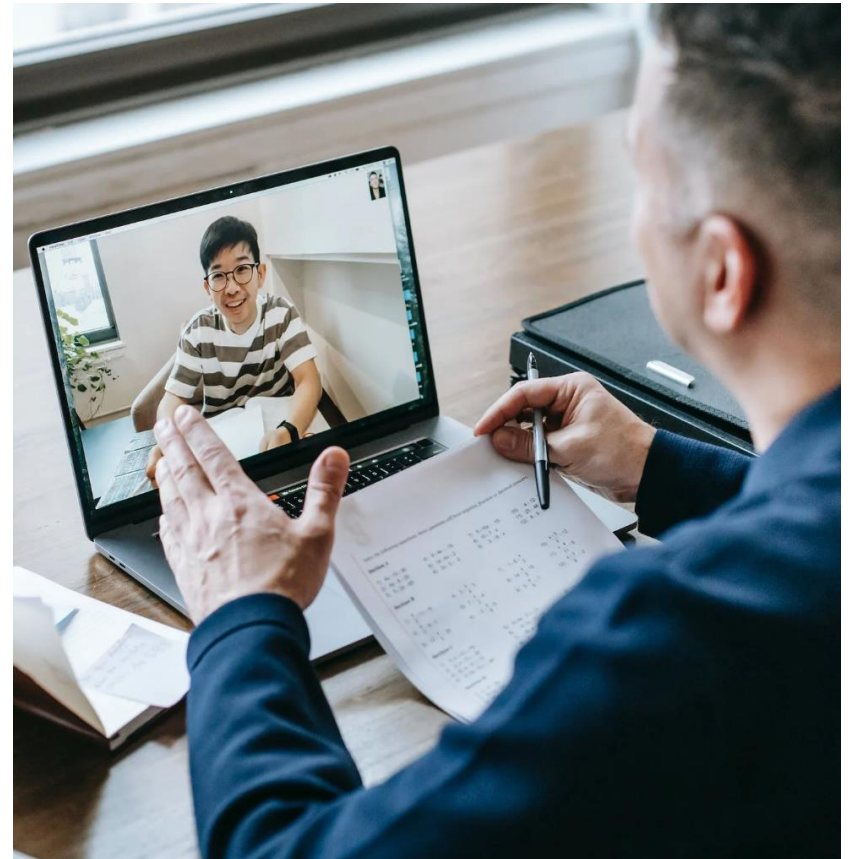
We value making disciples.

We recognise the value in mentoring and coaching relationships. They bring opportunity for growth in leadership and development of ministry skills.

We encourage the team to organise a mentor in an area they wish to grow in. The mentor could be within the C3 congregation or be a leader within another church. We have seen examples of both working well.

Coaches may be referred to the team member by the employer for a specific area that could be developed which is directly related to their work.

Details on the processes around mentors and coaches are detailed in our Handbook under the Mentoring and Coaching Policy.



# Personal development and training

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Throughout the year we provide training to develop our team. We frequently have training in C3 Circle from our team or guest trainers, as well as other online and in-person training.

The Global Leadership Summit is a fantastic conference to grow in leadership and we offer a day for the team to watch the conference together.

We also offer LifeThrive assessments along with 1-2-1 with trained LifeThrive coach Angie Campbell, to help you understand yourself and know where you can grow in areas of life and work.

We offer an employed team discount for those who wish to do C3 Academy for a year.

We also welcome your thoughts on training you wish to do.



**LifeThrive**



# Library

We value being Bible based and Spirit led.

We have a large Academy library available for our employed team to use. Just check out a book with the Academy Administrator and enjoy growing deeper in the area of your choice.