Events & Enterprise Marketing Coordinator
Summary of Terms and Conditions

Southampton University Students' Union

Type of Contract:	Continuous, Permanent
Work Base:	University of Southampton Highfield campus, though responsible for activity across all campuses
Hours of Work:	40 weeks per year, 30 hours per week (we are happy to discuss flexibility).
Right to Work:	If you require a visa (such as a Tier 2) to work in the UK, please note that SUSU is NOT a sponsoring organisation and is therefore not able to sponsor you for a visa.
Salary Band:	Grade 3, currently £27,012 to £29,049 pro rata per annum. A cost of living award is agreed by the Trustees and usually awarded in August of each year
Recruitment Salary:	New appointments will be made within the first three points within the salary grade.
Salary Progression:	Progression through the salary band is subject to work performance and demonstrating SUSU's behaviours.
Holiday Entitlement:	Annual leave entitlement will be accrued at a rate of 17.06% of your working hours.
Pension:	Employees will be enrolled to the Southampton University Students' Union Retirement Fund, where the employee contributes 6% of salary and SUSU 10%.
Probation period:	6 months