

# Association for Science Education Chief Executive

## Main Terms and Conditions of the Appointment

<b>Contract</b>	This post is offered as a permanent position following the successful completion of a six-month probationary period.
<b>Place of work</b>	The ASE Headquarters are at the University of Hertfordshire in Hatfield and although hybrid working will be considered, the Chief Executive will need to be in Hatfield on a regular basis (full-time remote working is not an option.) There is also an expectation for travel throughout the UK and internationally.
<b>Salary</b>	Salary will be negotiated with the preferred candidate; in the range £62,000 - £72,000 per annum.
<b>Benefits</b>	ASE operates a group personal pension scheme and matches employee contributions up to and including 7.5%. On joining the organisation Death in Service benefit of twice the annual salary will be arranged.
<b>Notice Period</b>	Six months either side
<b>Annual Leave</b>	30 days annual leave, plus statutory holidays (the leave year runs from 1 January to 31 December). It should be noted that Trustee Body and some other meetings attended by the CEO and staff officers, as well as regional conferences and other significant events, take place on Saturdays. Time can be taken in lieu for these and other qualifying events.

*(Please note - Any offer of appointment will be conditional on medical reports, a Disclosure and Barring Service (DBS) check for child-protection purposes and the completion of a Charity Commission automatic disqualification declaration)*

