

RIBA Staff Benefits

Alongside generous annual leave, the RIBA also offers colleagues a wide range of benefits from pension entitlements to an employee assistance programme offering confidential 24/7 support and information on well-being, family matters, relationships, psychological health and much more.

Planning for the future

Pensions

In addition to the statutory pension provision, the RIBA offers a voluntary and contributory group personal pension plan. The RIBA contribution level ranges from 8% - 12% of basic salary and is determined by age and is double the employee contribution.

Life assurance

The RIBA's Life Assurance Scheme will pay out four times a staff member's annual salary to their chosen beneficiary if they die while in the RIBA's employment.

Leave

Your contract and your information on i-HR will have key information about annual leave.

Annual leave

The RIBA has a generous annual leave allowance. Everyone is entitled to 26.5 days, rising to 29.5 days in the fifth year of employment (pro-rata and based on join and leave dates and hours worked). This leave is in addition to bank holidays.

Leave related to family care

Maternity and paternity leave

Enhanced maternity pay (dependent upon length of service) and enhanced paternity pay is offered by the RIBA.

Adoption Leave

Eligible employees who are new adoptive parents can take up to 52 weeks leave when their new child starts to live with them.

Dependents time off

All employees of the RIBA are allowed to take a reasonable amount of unpaid time off to deal with certain unexpected events relating to dependents and to make longer term arrangements.

Leave at Christmas

The RIBA offers half a day for Christmas shopping if you are working with us throughout the whole of November and December.

Additional discretionary paid time off is also given when our offices close between Christmas and New Year.

Compassionate leave

Compassionate leave for times of bereavement is offered.

Study leave

Study leave is available for longer term training related to your personal development plan.

Sabbaticals

A sabbatical policy is in place for colleagues who would like to take extended time away from work for a sabbatical.

Support for colleagues with families

As well as family-related leave, the RIBA also offers a range of other benefits to help you achieve a better balance between family and work responsibilities.

Flexible working

Various flexible working options including part-time work, job sharing, term-time only working, and working from home are available.

Childcare vouchers

The scheme is available to all working parents, regardless of salary. It is operated through Busy Bees Benefits on a salary sacrifice basis.

Advice and Support Services

Employee Assistance Programme

People working for the RIBA have access to an independent, free and completely confidential 24/7 advice service offering assistance for a range of issues, including personal relationships, personal finances or work-related issues.

Cycle Loan

Interest-free loans to buy a bicycle to travel to work are available for staff after the successful completion of their probationary period.

Eye tests

RIBA employees can be reimbursed for an annual eye test (up to £30) and lenses up to the value of £80 if needed for computer use at work.

Season ticket loan

Interest-free season ticket loans are provided to employees who have completed their probation and who wish to save money by buying an annual travel ticket.

Learning and development

In addition to study and sabbatical leave, a range of internal and external opportunities are in place.

Professional membership subscription

Subscription fees to professional bodies where membership is a requirement of your role will be covered by the RIBA

Other RIBA benefits

Colleagues can enjoy a variety of RIBA benefits including:

25% discount on food and drink at the RIBA cafe and Bistro at 66

10% discounts on purchases at the RIBA book shop

Subsidised food at 76PP.

Preferential rates for selected lectures, seminars and other RIBA events

Access to the extensive collection of books, journals, drawings and photographs on architecture, the built environment and landscape design in the British Architectural Library

Opportunities to be part of the RIBA's prestigious awards ceremonies – either by winning tickets in our regular staff competitions or by volunteering at events

Invitations to previews of RIBA gallery exhibitions.

Refreshments

Free tea and coffee is available throughout the day.

At 76 Portland Place offices, there's a subsidised cafe too plus the discounts at 66 Portland Place's cafe and bistro.

Royal Garden Parties

As a Royal Institute, the RIBA has the privilege of being able to nominate RIBA members, supporters and employees to attend the Royal Garden Parties at Buckingham Palace.

The RIBA consults with the President, Vice Presidents, Regional Chairs, Chairs of the RIBA Committees and the Senior Staff team to ensure that appropriate colleagues are considered.

Staff social events

Every year all staff are invited to our Christmas and summer parties.

There are also monthly social events throughout the year hosted by the RIBA teams and our Social Committee.

Internal recognition schemes

The Winning Ways and Thank You schemes are in place for staff to publicly show their appreciation of colleagues' work.

Long service awards

We celebrate staff who reach important RIBA milestones.

Lunch for new staff

To welcome new colleagues, line managers are encouraged to take new colleagues to lunch.