**Checklist for creating a competitive benefits package**

When wishing to introduce competitive employee benefits package the following points may be considered:

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| [ ]  | Review any existing benefits on offer and consider where improvements could be made. |
| [ ]  | Research any benefits provided by competing organisations and consider where these may be adopted.  |
| [ ]  | Conduct an employee survey to understand which type of benefits existing staff may prefer.  |
| [ ]  | Consider where monetary bonuses and opportunities for staff to save money on transport could be important.  |
| [ ]  | Consider where additional support could be provided to working parents e.g., enhanced family friendly leave and pay |
| [ ]  | Look to incorporate flexible working or sabbaticals to provide staff with a health work/life balance.  |
| [ ]  | Ensure training programmes are in place to encourage up-skilling and career progression  |
| [ ]  | Embrace inclusive workplace social events that help develop a positive working culture  |