

Part-time employees

How Scheme membership is calculated

Scheme membership is based on full time hours. So if you are part-time, your membership is worked out on a pro rata basis.

For example, if you work 18 hours per week in a job where full time is 36 hours per week and you work the whole calendar year, your scheme membership for the year will be half the full time - 183 days instead of 365 days.

When you leave or retire, your pension is worked out using the pay you would receive if you worked full time and with your pro-rata service as calculated above.

How it works

Patricia works 18 hours and earns £10,000

If Patricia worked full time would be 36 hours with the salary being £20,000

This means Patricia is working half the FTE hours every year, so her Scheme membership would be half the year - 183 days. (we round up to whole days)

How this affects your pension

If Patricia works in her part-time post for 10 years then retires, her pension is worked out as follows:

5 years 5 days pension membership (Patricia's service is pro-rata to 183 days for each year in her post: 183 x 10 is 5 years 5 days)

X

Final Pay £20,000

(the post's full time equivalent salary)

X

1/60th

(the pension benefits multiplier for pension built up from 1 April 2009)

Patricia's pension would be £1671.23 per year
