

Employee Benefits & Development

For employees based in the Netherlands



Salary Structure

- For its NL based employees, Aqua for All follows the salary scales of the Dutch Government, the “Rijksoverheid schalen”, including the inflation corrections set by the Dutch Government.
- Aqua for All does not adhere to the CAO Rijk beyond the salary scales.
- The different positions that exist with Aqua for All have been mapped in a job matrix with the corresponding salary scale (see annex)
- Possible promotions will be determined each year in Q4 after the Performance Evaluation Process has been completed.

Secondary Benefits

Besides salary Aqua for All offers the following secondary benefits:

- Fulltime working week of 36-hours
- 200 hours a year holiday (based on fulltime employment)
- 50 euro working from home/telephone allowance
- Competitive pension scheme
- Personal Development budget:
 - *Maximum of 1500 euro per year for trainings, courses or coaching.*
 - *Four days paid leave for trainings/courses per year.*
 - *Two years can be combined (max 3000 euro + 8 days).*



Performance Evaluation Process (PEP)



Learning & Professional Development



Aqua for All invites staff to learn and gather insights by learning new skills and gaining new competencies (breadth) as well as becoming an expert in one specific area or topic (depth).

The Performance Evaluation Process (PEP) cycle is designed to promote professional development through learning. In the PEP cycle staff set their goals and monitor them with their manager.

Aqua for All's personal development budget also support learning. The funds available for personal development can be used for courses, training and coaching in line with the career development and job of the employee. The course/training is decided by the employee in coordination with their manager.

Performance Evaluation Process (PEP)

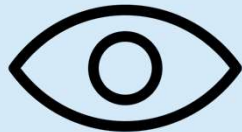
For new employees after 3 months

Yearly cycle for all employees



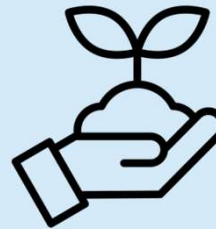
Initial PEP talk

Let's agree on your role.



Vision Statement

Formulate your career dreams.



Annual PEP talk

Your targets for this year.



Mid-Year PEP review

Monitor your progress.



Continuous PEP talks with your manager throughout the year



Aqua for All

Advancement & Promotions

Based on a comparative performance evaluation, the team leads together could recognize that staff excelled in the past year. This will result in an **advancement** of one step in your current scale (effective per 1 January 2024).

Please note that, due to funding uncertainty caused by the nature of our organization and sector the choice to not advance any employees can apply in exceptional circumstances.

In addition, staff can get a promotion through applying for open vacancies posted during the year. Any open vacancy is based on a need within the organisation. If you apply for a vacancy and you are selected, you are entitled to a **promotion** to a new position with a new salary scale. The salary increase of a promotion is equivalent to two steps extra in your old scale.



Annexes



Job Matrix

	Market Development	Impact Finance	Impact	People, Finance & Process	Communications
scale 14		Lead & MT member		Lead & MT member	
scale 13	Senior Expert/ Lead	Senior Expert	Senior Expert/ Lead	Finance Manager	Senior Expert/ Lead
scale 12	Senior Manager	Senior Manager	Senior Manager		
scale 11	Manager	Manager	Manager	Project Controller	Communication Manager II
scale 9+10	Senior Officer	Senior Officer	Senior Officer	Finance Officer	Communication Manager I
scale 8	Officer	Officer	Officer	Executive Assistant	
scale 7				Office Manager	

Core Competencies (in line with our values) 1/3

Core Competency (Competency Group)	Description
Result Orientation (Operational Strength)	Strong commitment to achieving measurable outcomes and meeting targets, with a focus on delivering high-quality results within set deadlines.
Cooperation (Social Strength)	Ability to collaborate well with diverse teams and individuals, constructively resolving conflicts, and actively contributing to a harmonious & productive work environment.
Dilligence (Operational Strength)	Commitment to thorough, accurate, and persistent task execution, maintaining high standards and attention to detail. This includes ensuring that tasks are pursued with dedication and that quality is never compromised.
Entrepreneurship (Personal Strength)	Proactive approach to identifying and pursuing opportunities for impact development and growth. Willingness to take initiative and drive innovative solutions to address challenges.
Cultural Sensistivity (Social Strenght)	Demonstrates emotional intelligence and cultural awareness, adapting communication and collaboration styles to navigate organizational dynamics & foster effective teamwork
Creativity (Brain Power)	Ability to think creatively and develop innovative solutions to complex problems, fostering a culture of continuous improvement and fresh ideas within the organization.



Competencies 2/3

Core Competency (Competency Group)	Description
Analytical Ability (Brain Power)	Demonstrates strong analytical skills to critically assess complex problems, analyse data, and make informed decisions, contributing to effective problem-solving and strategic planning.
Problem-solving ability & judgement (Brain Power)	Proficiency in analysing situations, exercising sound judgement, and applying creative problem-solving skills to overcome challenges and achieve goals.
Vision/strategic insight (Brain Power)	Ability to envision and plan for the future, considering long-term goals and potential challenges, and making decisions that align with overarching objectives.
Planning and Organizing (Operational Strength)	Effective organizational skills to plan, prioritize, and manage program activities and deadlines. Ability to develop detailed work plans and schedules to ensure smooth execution of project tasks.
Communication Skills (Operational Strength)	Exceptional communication skills, both written and verbal, to convey ideas, information, and instructions clearly and effectively to various stakeholders.

Competencies 3/3

Core Competency (Compency Group)	Description
Persuasiveness (Personal Strength)	The ability to effectively communicate ideas and influence others, employing compelling arguments and tailored approaches. Navigating diverse perspectives, fostering consensus and achieving desired outcomes with finesse.
Flexibility (Personal Strength)	Adaptability and openness to change, with the capacity to adjust to evolving circumstances, tasks, and priorities as needed to support organizational goals.
Coaching leadership (Social Strength)	Guiding and supporting team members for their professional growth, providing constructive feedback and tailored support. Creating a collaborative and motivating environment for personal and team development.
Customer Focus (Social Strenght)	Displays exceptional customer focus by actively listening to customer needs, providing timely and empathetic support, and building positive relationships to enhance overall satisfaction.
Responsibility (Personal Strength)	Taking ownership of tasks, ensuring accuracy and timeliness, being accountable, and understanding the impact on the organization's success. .

