



Benefits Summary*

Paid Leave	<ul style="list-style-type: none"> Seven (7) paid holidays Paid Time Off begins accruing right away. You may use it after 90 days of employment. PTO will be awarded for employees working 40 hours per week according to the following schedule: <table border="1"> <thead> <tr> <th>Years of Service</th><th>Accrual Hours Per Bi-Weekly Pay Period</th></tr> </thead> <tbody> <tr> <td>1st Year:</td><td>5.85</td></tr> <tr> <td>1 to 3 Years:</td><td>7.70</td></tr> <tr> <td>3 to 5 Years:</td><td>8.62</td></tr> <tr> <td>5+ Years:</td><td>9.24</td></tr> </tbody> </table> 	Years of Service	Accrual Hours Per Bi-Weekly Pay Period	1 st Year:	5.85	1 to 3 Years:	7.70	3 to 5 Years:	8.62	5+ Years:	9.24
Years of Service	Accrual Hours Per Bi-Weekly Pay Period										
1 st Year:	5.85										
1 to 3 Years:	7.70										
3 to 5 Years:	8.62										
5+ Years:	9.24										
Comprehensive Insurance Programs	Enrollments effective first of the month after 60 days of employment										
▪ Health (Anthem)	<ul style="list-style-type: none"> Four employee contribution levels: Employee only, Employee + Spouse/Partner, Employee + Children, and Family 										
▪ Dental (Anthem)	<ul style="list-style-type: none"> Three employee contribution levels: Employee only, Employee + 1 and Family 										
▪ Vision (Anthem)	<ul style="list-style-type: none"> Four employee contribution levels: Employee only (free), Employee + Spouse/Partner, Employee + Children, and Family 										
▪ Life (Anthem)	<ul style="list-style-type: none"> Agency paid for two times salary, plus additional options at employee expense 										
▪ STD (Anthem)	<ul style="list-style-type: none"> Employee may purchase voluntary short term disability insurance 										
▪ LTD (Anthem)	<ul style="list-style-type: none"> Agency paid to 60% of salary 										
▪ Reimbursement Accounts	<ul style="list-style-type: none"> Medical and Dependent Care Accounts available for tax savings 										
▪ Discount Programs	<ul style="list-style-type: none"> Auto and Homeowner Insurance, Wireless Plan, Discount Ticket Program 										
Retirement Plan											
▪ 403(b) Plan	<ul style="list-style-type: none"> Eligible first of the month after date of hire for employee contributions Employer contributions begin after one year of active service. Contributions are subject to annual Board of Director's approval. 										
Dale Fund & Tuition Reimbursement	<ul style="list-style-type: none"> Continuing Education funds available 										
Flex Time	<ul style="list-style-type: none"> Alternative Work Schedule Program available subject to approval 										

* Community Partners reserves the right to add, delete, or modify its benefit programs at any time.

