

Benefit	Non-Board Approved Full-Time
<b>Non-Board Approved FT - 2020 - 2021</b>	
<b>Requirements</b>	Must work an average 36 hours/week or more
	Benefits eligible effective 1st of the month following 60 days of full-time employment
<b>Medical Insurance</b>	Kirkwood contributes 90% of single premium for HMO plan. Employee pays for remaining coverage (as well as family) regardless of plan. Employees may opt out
<b>Dental Insurance</b>	Kirkwood contributes 75% of single premium. Employee pays for remaining coverage (as well as family) regardless of plan. Employees may opt out
<b>Vision Insurance</b>	Kirkwood contributes 75% of single premium. Employee pays for remaining coverage (as well as family) regardless of plan. Employees may opt out
<b>Life</b>	\$50,000
<b>Retirement</b>	<p style="text-align: center;">IPERS or TIAA-CREF</p> <p style="text-align: center;">Employee Contribution: 6.29% pre-tax</p> <p style="text-align: center;">Employer Contribution: 9.44% pre-tax</p>
<b>PTO (Paid Time Off)</b>	<p style="text-align: center;">Years of FT continuous employment:</p> <p style="text-align: center;">0-4 Years: 18 days/year prorated at 1.5 days/month</p> <p style="text-align: center;">5-9 Years: 24 days/year prorated at 2 days/month</p> <p style="text-align: center;">10+ Years: 30 days/year prorated at 2.5 days/month</p> <p style="text-align: center;">Can bank 5 days (40 hours) of unused PTO/year to a maximum of 60 days.</p> <p style="text-align: center;">PTO can be taken for scheduled hours and cannot exceed 40 hours per week. PTO will not count toward overtime.</p> <p style="text-align: center;">Banked and Current year PTO will be paid out at one-half of hours accumulated. Current year PTO will be prorated.</p>
<b>Paid Holidays (6)</b>	New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
<b>Bereavement</b>	5 days/year
<b>Employee Kirkwood Tuition</b>	6 credit hours/semester tuition free. Effective first semester after date of hire. \$250/Continuing Education Session (4 sessions/yr). Effective first session after hire
<b>Dependent Tuition</b>	50% discount effective first semester after benefits eligibility date
<b>Employee Assistant Program (EAP)</b>	Mercy EAP
<b>FMLA</b>	Mandatory use of earned paid leave
<b>Work Comp Use of Sick leave</b>	Allow employee to take work comp check and supplement with PTO up to a maximum of 4 hours per week/8 hours per pay period, in one hour increments
<b>Recreation Center</b>	<p style="text-align: center;">Employee: Free</p> <p style="text-align: center;">Spouse/Partner and Children age 14-25: \$25/six month membership</p>
<b>The Hotel</b>	Contact The Hotel for Employee Rates
<b>Events (Pig Out, Holiday Reception, etc.)</b>	Free
<b>Dependent Care Reimbursement Account (optional)</b>	Can contribute up to \$5,000/year
<b>Health Care Reimbursement Account (optional)</b>	Can contribute up to \$2,700/year

*Benefits are subject to change at any time*

Updated: 8/5/2020