

BENEFITS SUMMARY

Full-Time Board-Approved Staff

► INSURANCE

Medical Insurance

- Wellmark Blue Cross & Blue Shield of Iowa – 4 plans available
- Employee single premium paid at HMO Core and HDHP level
- Option to cover eligible spouse/partner and/or children
- Coverage effective first of the month following FT date of hire
- Employee may opt out of plan

Dental Insurance

- Delta Dental of Iowa
- Employee single premium paid in full
- Option to cover eligible spouse/partner and/or children
- Employee may opt out of plan

Vision Insurance

- Vision Service Plan
- Employee single premium paid in full
- Option to cover eligible spouse/partner and/or children
- Employee may opt out of plan

Life/AD&D Insurance

- 2x Annual Salary – Employee premium paid in full
- Optional for employee, eligible spouse/partner and children

Supplemental Life Insurance

Long Term Disability

- Benefit is 70% of base salary after 90-day waiting period
- Employee premium paid in full

Flexible Benefit Plan

- Healthcare Expense Account up to IRS limit per plan year (July – June)
- Dependent Care Expense Account up to IRS limit per plan year (July – June)

► PAID TIME OFF

Vacation

- *Exempt Staff:*
Year 0+ 20 days/fiscal year (prorated at 2 days/month to max of 20 days)
- *Non-Exempt Staff:*
Year 0-4 10 days per fiscal year (prorated at 1 day/month to max of 10 days)
Year 5-9 15 days per fiscal year (prorated at 1.5 days/month to max of 15 days)
Year 10+ 20 days per fiscal year (prorated at 2 days/month to max of 20 days)
- Bank 5 days per fiscal year not to exceed 30 days banked

Holidays

- Fourteen (14) Paid Holidays
 - MLK Day • Memorial Day • Independence Day • Labor Day
 - Thanksgiving - three (3) days (Wednesday/Thursday/Friday)
 - Winter recess - seven (7) days (approximately December 24 through January 1)

Sick Leave

- 15 days per fiscal year, accrues up to 115 days

Personal Days

- 2 days per fiscal year

Illness in the Family

- 8 days per fiscal year

Bereavement Leave – Family

- 5 days per fiscal year

Bereavement Leave - Other

- 2 days per fiscal year

Maternity/Paternity Leave

- Employees may convert up to 5 sick days to maternity/paternity leave during the first six (6) months after delivery, adoption or placement of a foster child.

► RETIREMENT

Enrollment in a retirement plan is mandatory under Iowa Code

Plans

- One-time election of either IPERS or TIAA

Contribution

- Employer: 9.44%
- Employee: 6.29% (pre-tax)

403(b) Retirement Annuities

- Optional benefit

Retirement Incentive Program

- Eligibility: Age 55 with 10 years of full-time board-approved employment
- Cash incentive is 5% for each year of consecutive FT board-approved employment, not to exceed 100%.
- Single medical, dental and vision premium paid until Medicare eligible.

► SUMMER HOURS

- Summer hours are observed the Monday following May commencement through approximately the last week in July. Summer work hours are nine (9) hours per day Monday through Thursday, Friday off.
- Summer hours are observed by all departments with the exception of Facilities & Security and The Hotel at Kirkwood Center.

► TUITION BENEFITS

Kirkwood Tuition Benefit

- Six (6) credit hours per semester tuition-free for Kirkwood courses
- Continuing Education benefit of \$1000 per fiscal year.
- Effective first semester/session after date of hire

Dependent Tuition Benefit

- 50% discount on credit tuition only for dependent children and spouse/partner
- Effective first semester after date of hire

Tuition Reimbursement

- \$2,000 for Bachelor's degree / \$2,500 for Master's/PhD

Tuition Discount/Non-Kirkwood

- When applying for admission at other institutions, please inquire about any discounts available for Kirkwood employees.

► OTHER BENEFITS

Employee Assistance Program (EAP)

- Mercy EAP with a limit of six (6) visits per family member per calendar year

Computer Purchase Program

- Purchases of up to \$4,000 from Kirkwood EagleTech eligible for interest-free payroll deductions over 1, 2 or 3 years

Recreation Center

- Free to employee
- Spouse/Partner and children age 14-25 is \$25 for a six-month membership

Service Awards

- Awarded in 5 year increments beginning with 5 years of full-time employment