

Employee Benefits Overview

Full-time employees will accrue **4 hours of PTO every pay period** for a total of 104 PTO hours per year. Additionally, on the employee's annual anniversary date, they will earn the following PTO hours:

1-4 years - 80 hours

5-9 years - 120 hours

10-14 years - 160 hours

15-19 years – 200 hours

20 years or more – 240 hours

Each full-time employee is **allowed to carry over a total of 120 PTO hours** upon their anniversary date. Each full-time employee will accrue **5 hours of Extended Illness every pay period** up to a maximum of 280 hours. When an employee reaches the extended illness limit and hasn't used any hours in the past year, 16 hours of extended illness will be converted to regular PTO on their work anniversary.

In addition, a full-time employee will receive the following ***paid holidays***:

New Year's Day

MLK Jr Day

Easter (Good Friday)

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Day after Thanksgiving

Christmas Eve

Christmas Day

****If the holiday falls on a Saturday you will receive the previous Friday, if it falls on Sunday you receive the following Monday paid.**

On the first of the month following 60 days of employment, Full-time employees are eligible to enroll in our Health, Dental, Vision, Corporate Gym membership, and Life Insurance plans.

Our **Health** insurance is administered by **Anthem** and employees pay 15% of the total premium for their coverage and 70% of the premium for dependents.

Our **Dental & Vision** insurance is administered by **Health Resources** and employees pay 50% of the total premium for their coverage and 70% of the premium for dependents on the Dental plan. **100% of the Vision insurance premium is paid by UMYH.**

Full-time employees are enrolled in a ***\$10,000 Group Life Insurance*** policy administered by **Kansas City Life at no cost to them** after 60 days of employment.

Supplemental Group Life Insurance is a **voluntary benefit** and is administered by One America. It is **100% paid by the employee** if you choose to enroll.

Our **Corporate Gym Membership with Bfit** is a **voluntary benefit** offered to Full-Time Employees. **UMYH will pay 50% of the employee membership** if you choose to enroll.

After one year of employment, an employee is eligible to participate in our ***Simple IRA*** plan with **Edward Jones**. **UMYH will match up to 3%.**

First Stop Health is a telemedicine and virtual counseling app that is sponsored by the Indiana Youth Worker Well-Being Project and is free for all employees and immediate household family members to use.