



## Medical, vision and dental insurance

- Employees pay 1% or 5% of their medical, dental and vision rates. How much you pay depends on the plan that you choose and on the amount of coverage you need: Employee Only, Employee & Spouse/Partner, Employee & Children, and Employee & Spouse/Partner & Children
- \$5,000 in employee basic life insurance is paid by the employer
- To view the different plan options, click [here](#)

***\*\*Please note, you will need to register for benefits within the first 30 days of starting. After you register, benefits will start the first of the following month\*\****

## Optional benefits

- Short Term Disability
- Long Term Disability
- Dependent Life
- Accidental Death and Dismemberment
- Long-Term Care (self and spouse/partner eligibility)
- Flexible Spending Accounts

## Retirement benefits

All represented and management service employees are enrolled into the Public Employees Retirement System (PERS) program. PERS retirement has two parts; 1) a pension which is a monthly lifetime benefit based on how long you have worked and how much you earn, and 2) an Individual Account Program (IAP) which is a separate additional pot of money (similar to a 401K in the private sector). You contribute a portion of your salary into the IAP and it is invested over your career, when you retire this pot of money is yours to save/spend. How much money is in your IAP depends on your salary during your working years, and how well your IAP investments grow over time.

**\*\*Effective November 1, 2016, SEIU represented employees who are Public Employee Retirement System (PERS) participating members will have their base salary increased by 6.95%. Upon becoming a PERS participating member, SEIU employees pay the employee 6% contribution to PERS.**

## Paid leaves and other benefits

### Holidays

There are 11 paid holidays. **There is no waiting period.**

- New Year's Day Friday
- Martin Luther King Jr.'s Day
- Presidents' Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas

## Sick Leave

8 hours accrue each month based on full-time hours (part-time hours prorated based on percentage worked) and can be used in the following month after they are earned;

e.g. hours earned in January are eligible to be used in February. Sick leave hours do not expire; there is no limit to the maximum number of hours employees can accrue. **There is no waiting period.**

## Vacation Leave

Vacation hours can be used in the following month after they are earned; e.g. hours earned in January are eligible to be used in February; employees can earn up to a maximum of 350 hours. **There is no waiting period.**

Hours accrued per years worked	0-4 years	5-9 years	10-14 years	15-19 years	20-24 years	25 years +
<b>SEIU:</b> Hours accrue each month based on full-time hours (part-time hours are prorated based on percentage)	8 hours per month	10 hours per month	12 hours per month	14 hours per month	16 hours per month	18 hours per month
<b>Management Service:</b> Hours accrue each month based on full-time hours (part-time hours are prorated based on percentage)	10 hours per month	11.34 hours per month	13.34 hours per month	15.34 hours per month	17.34 hours per month	19.34 hours per month

## Personal Business Leave

24 hours are given on a fiscal year basis and expire at the end of each fiscal year (June 30), and then a new set of 24 hours is available July 1. **There is a 6 month waiting period before you can use your personal business leave.**

## Governors Leave / Special Day

**Represented employees** are granted 8 hours on January 1 each year and may be used on any day within the calendar year in one 8-hour block of time. **There is no waiting period.**

**Management service employees** may be granted 8 hours of leave; however, the Governor has to grant this special day off each year. If granted, an agency email is sent out to management service employees with a timeline of when the day can be taken. **Dependent if the Governor grants this special day off.**

## Additional Benefits

[Oregon Savings Growth Plan](#): is an optional deferred compensation program that you can take part in which offers a wide variety of investment options.

[Student Loan Forgiveness Program](#): if you have federal student loan debt or are thinking of going back to school, then you will want to look into this program. If you make 120 qualifying payments on your student loan while working full time for a qualifying employer, your student loan debt may be forgiven.

[Employee Assistance Program \(EAP\)](#): offers free, confidential counseling services and resources that include work-life counseling, mental health and stress counseling and tools, first time homeownership resources, and childcare and eldercare resources to name a few.

## Step Increases

You will receive a one-step merit increase annually on your date of hire and thereafter until you reach the top step of the salary range.

**The following information describes typical benefits available for employees. Actual benefits received may differ by position or be *prorated for anything other than full time work*.**