



Welcome!

We are pleased that you have made the decision to become part of the Amity family. Here is a brief breakdown of the benefits offered to employees.

- **Medical Insurance Coverage:** Amity offers HMO & PPO plans. Amity contributes 80% of the employee's premium.
- **Dental:** Amity offers a PPO plan where Amity contributes 80% of the employee's premium.
- **Vision:** Amity offers a PPO plan where Amity contributes 80% of the employee's premium.
- **Health Savings Account:** Amity contribute \$84.00 per person a month
 - Annually employees may contribute depending on their marital status:
 - Single \$3,550.00
 - Married \$7100.00
 - Over 55 can pay an extra \$1000.00
- **Group Term Life Insurance:** Amity contributes 100% towards an employee's life insurance policy for a \$30,000.00 benefit.
- **Paid Holidays:** Amity offers 11 paid holidays (New Year's Day, Martin Luther King Day, President's Day, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving, Day after Thanksgiving, and Christmas).
- **Vacation Benefits:** All new hires accrue 1 week of vacation, which can be used after 90 days of employment. For every year of service, an employee accrues an additional day of vacation. Vacation time rolls over and caps at 80 hours.
- **Sick Time Benefits:** All new hires accrue 48 hours of sick time, which can be used after 90 days of employment. Sick Time rolls over and caps at 72 hours.
- **401(k) Retirement Plan:** Employees who complete 90 days of continuous service will be eligible to enroll in our 401K. Amity matches 4% of an employee contribution and the funds vest after 3 years on the job.
- **Bereavement Leave:** For the death of a close family member an Employees may take up to 3 days of paid time off.
- **Medical or Personal Leave of Absence:** Eligible employees may take unpaid time off.
- **Jury Duty:** 2 weeks of paid jury duty, after 180 days of employment.
- **Unpaid time off:** Witness Duty, Parental Leave for School Visits, Volunteer Firefighter's Leave, Court Appearance Leave, and similar types as allowed by law.

Please address your questions to Elizabeth Nuno, Benefits Coordinator, by emailing her at Benefits@amityfdn.org or calling (520) 406-3917.