



# Benefits for Part Time Regular Employees

Traditional and Work Life Benefits for You and Your Family



**INTERNATIONAL**  
MISSION BOARD

# Medical, Holidays & Retirement

## Medical Insurance

- Eligible regular part-time employees who work 30 hours or more per week
- Choice of 3 plans: Copayment, \$2,000/\$4,000 HDHP with Health Savings Account with HSA, and \$3,200/\$6,400 HDHP with HSA
- Company contribution to HSAs
- Coverage begins on the first day of the month following date of hire

## Paid Time Off & Holidays

- **Paid Holidays:**
  - For regular, part-time staff who are normally scheduled to work on days we close to commemorate holidays:
  - New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving and day after, Christmas Eve, and Christmas through New Years' Eve
- **Paid Time Off:**
  - For regular, part-time employees scheduled to work at least 390 hours per year
  - 21 days, earned incrementally and pro-rated based on your work schedule, beginning your first year of service

## 403(b) Retirement Plan

- Eligible regular part-time employees scheduled to work at least 1,000 hours or more per year
- Employer contribution of 5% of salary plus employer match contribution up to an additional 3%
- Fully vested after 3 years

## Business Travel Accident Insurance

When you travel for the Company, you receive \$100,000 for evacuation, \$25,000 family coordination, and \$2,500 personal property (international only). Coverage begins immediately.