



Benefits for Part Time Regular Employees

Traditional and Work Life Benefits for You and Your Family



INTERNATIONAL
MISSION BOARD

Medical, Holidays & Retirement

Medical Insurance

Provided to part-time regular employees scheduled to work 30 hours or more per week

- Coverage begins on the first day of the month following hire
- Choice of 3 plans administered by **Cigna**:
 - Copayment Plan
 - 2 different High Deductible Health Plans with company contributions to an HSA
- Health Advocate - support for navigating insurance & claims

Paid Time Off & Holidays

- **Paid Holidays:**
 - For regular, part-time staff who are normally scheduled to work on days we close to commemorate 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%
- Employer matches your contribution up to 4%
- Fully vested after 3 years

And More!

- Business Travel Accident Insurance
- Employee discount programs