



Toward Independent Living & Learning, Inc.  
20 Eastbrook Road  
Dedham, MA 02026  
(781) 302-4600

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## **TILL, INC.**

### **SUMMARY OF BENEFITS PACKAGE**

The following benefits are available to employees who are regularly scheduled to work at least 20 hours per week. Vacation, Holidays, and Sick Days are pro-rated for part-time employees (less than 40 hours per week).

**VACATION** Can begin to be taken after first six months of employment.

- Up to 2 weeks or 80 hours for the first year of employment depending on employment.
- Up to 3 weeks or 120 hours per year after one year of employment depending on employment.

**HOLIDAYS** - Up to 9 per year depending on employment.

**SICK DAYS** - Up to 10 days or 80 hours per year depending on employment.

Vacation, Holidays, and Sick Days are pro-rated for part-time employees.

**HEALTH BENEFITS** - Available at the beginning of the pay period following 30 days of employment. Health and dental contributions are deducted before taxes through the Pre-Tax Health Benefit Plan.

The health benefits are available to all full-time and part-time (20 hours or more) employees. They are completely optional, but employees must enroll within the first 30 days of employment or during open enrollment (July 1).

**LIFE INSURANCE** - TILL pays the total premium. Insurance equals employee's annual salary, up to \$50,000. Available the first day of the month following 30 days of employment to all employees working 20 hours or more.

**OPTIONAL LIFE INSURANCE** - Optional Life coverage provides you with the opportunity to purchase additional amounts of life insurance through payroll deduction at deeply discounted group rates. Employees pay the total premium.

**LONG TERM DISABILITY INSURANCE** - TILL pays the total premium. Effective 90 days after qualifying event. Available the first day of the month following six months of employment to all full-time employees (40 hours).

**403(B)** - A deferred tax plan. Employees can elect to have a portion of their salary withheld each pay period. The portion withheld is not taxable until withdrawal. Detailed information is available regarding penalties for early withdrawal, maximum contributions, etc.

**SUCCESS SHARING PLAN** - A varying TILL contribution to a retirement plan to supplement the 403(B). Participants of the 403(B) plan receive a proportionate share based upon their length of employment and degree of participation in the 403(B) plan.

**FLEXIBLE SPENDING** – Money deducted from an employees' pay into an FSA is not subject to payroll taxes, resulting in a substantial payroll saving. This benefit covers eligible medical expenses and for dependent care expenses.

**DEPENDENT CARE ASSISTANCE PLAN** - An opportunity to use "before tax dollars" for child or elder care. Employees can elect to have money deducted from each pay period. This amount is not taxable and will be reimbursed on a monthly basis upon submission of receipts for dependent care. Available after three months.

**CREDIT UNION** - TILL is a member of METRO Credit Union. Employees and their family members may join.

**DIRECT DEPOSIT** - Pay checks are directly deposited into a savings or checking account. The money is available in the account on pay day.

**RECRUITMENT BONUS PLAN** - Employees who refer someone for a full-time job with TILL, who is hired and stays for at least six months, may earn a bonus up to \$350 depending on position.

**TRAINING** -Training topics cover varied subjects in the field of human services, supervision and developmental disabilities. Includes all required trainings and professional development options.

**TUITION REIMBURSEMENT** - is available to full-time employees after one year of employment for courses related to the field.

**TUITION REMISSION** - free tuition to state or community colleges for employees working 30 hours or more in a DDS funded program.

**MOVIE TICKETS** - We offer discounted movie tickets for a variety of movie theaters. Contact Human Resources for further information.

**AMUSEMENT PARK TICKETS** - We offer discounted tickets for a variety of seasonal amusement parks. Contact Human Resources for further information.

## **INTERNATIONAL AMBASSADOR PROGRAM**

TILL's International Ambassador Program offers an exciting travel opportunity through a foundation grant for educational, and international purposes, to eligible employees who have reached two years of service with the agency. So far we have embarked to England, Denmark, Poland, and Hungary. Our next destination, in October of 2011, takes us to the exotic Central American Republic of Costa Rica, nestled between the Caribbean Sea and Pacific Ocean. Applicants submit written responses to questions regarding their accomplishments at TILL, and strategies to share their travel experiences to TILL's Professional Development Committee for review. Two winners are awarded each year with round-trip airfare, accommodations and travel costs for their journey. The vacation adventure may also be extended beyond the length of the trip if the employees choose to do so.

Staff are encouraged to participate in conferences which are relevant to the human service field.

Career advancement opportunities are always available at TILL.

For further information, or if you have any questions, please call the Vice President of Human Resources at (781) 302-4605.