

Nevada Outdoor School

Staff Benefits Policy

So as to attract and retain the best possible staff, in addition to providing a welcoming work environment and opportunity to pursue one's passions, Nevada Outdoor School will provide benefits which reflect our commitment to our people and help them to consider Nevada Outdoor School part of a long-term career path.

This policy applies only to salaried staff at Nevada Outdoor School. Benefits for National Service Members are included in member contracts.

The benefits described in this policy are a general guideline. All employee compensation and benefits are contingent upon available funding and will be specifically identified in individual employment contracts.

Paid Time Off, Holidays, Sick Leave and Compensatory Time

Please refer to the Staff Holiday Vacation Sick Leave Policy for details on these benefits.

Direct Deposit

All staff are eligible for direct deposit of payroll upon hire and a form must be filed with the Director of Finance.

Health Care Allowance

Nevada Outdoor School prioritizes the health and well-being of everyone who is a part of our organization. Therefore, all staff will be eligible for a health care allowance of \$200 per month which will be paid by NOS directly to an approved health insurance plan. This benefit allows for all staff to have access to basic health care. Staff who wish to enroll in a health insurance plan with a premium greater than \$200 per month, may do so, and have the additional premium amount withheld from their paychecks pre-tax. Premium invoices must be addressed to the staff member at Nevada Outdoor School's mailing address.

Retirement Plan Allowance

Staff at the Executive or Program Director level and Director of Finance Position may elect to receive a retirement plan allowance in lieu of health care, if their health care needs are alternatively met. Retirement plan allowance will also be \$200 per month less FICA taxes, to be paid to the staff member with their semi-monthly payroll. All staff receiving the retirement plan allowance must submit an annual report of \$200 monthly contributions of to the plan.