



AMARILLO CHILDREN'S HOME

Employee Benefits

Insurance Benefits - For employees regularly working at least 30 hours/week

Health Insurance

- 100% paid by ACH for Employee's coverage
- Dependent coverage available at a cost to Employee
 - Includes co-pay for routine office visits, preventive care, prescription drug card, mental health and wellness incentives
- Vision plan included

Dental Insurance (Optional)

- ACH pays half of the cost for Employee
- Dependent coverage for family available at additional cost

Life and Disability Insurance

- A \$15,000 policy is provided at no cost to employees

Paid Leave Benefits

Holidays

- Nine Holidays per year
- Staff who supervise children in homes receive these days as floating holidays throughout year

Personal Leave - use for vacation or any reason (Available after 3 months' employment)

Schedule

1-2 years of service	10 days per year
3-4 years of service	12 days per year
5-9 years of service	15 days per year
10 th year and beyond	20 days per year

Sick Leave - For medical and health-related absences (Available after 3 months' employment)
9 days per year up to a maximum accrual of 25 days

Maternity/Paternity Leave 5 days in addition to personal or sick leave as applicable; available after 1 year of employment.

Bereavement and Jury Duty (as indicated in policies; policies available on request)

Retirement Plan

401k Plan - Available after 1 year of service for those who work 1000 hours or more per year

- Employee chooses how much to contribute through payroll deduction
- ACH matches dollar for dollar up to 3% of the employee's annual wages, then Matches 50% up to 5% annual wages, for a maximum match of 4%.

For Family Teachers (House Parents) - Housing, Utilities, Groceries & Supplies

- An unfurnished 2 bedroom apartment
- Utilities paid (electricity, water, gas, basic cable)
- Basic household goods, cleaning products and hygiene products are provided
- A base amount of grocery funds are provided

Relocation Assistance – For Family Teachers – up to **\$1,000** (forfeited if less than one year's tenure)

Assistant Family Teachers – may qualify for up to \$500 - (1 year's tenure required)