

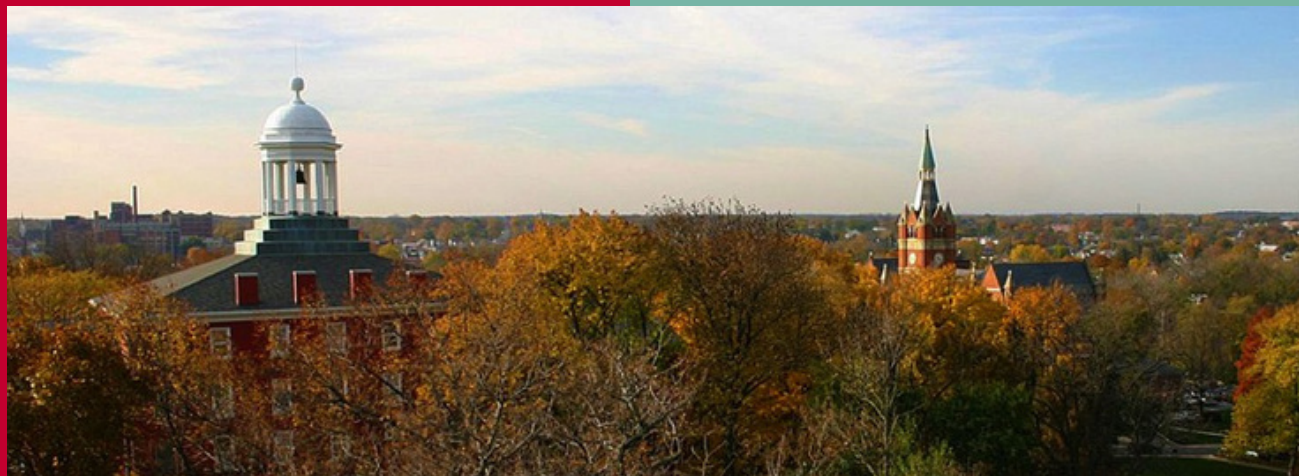
WITTENBERG EMPLOYEE BENEFITS SUMMARY

Contact HR

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www.wittenberg.edu/administration/humanresources/benefits



Full-time employee benefits

Full-time employees are eligible* for:

- Medical, dental, and vision insurance
- Health Savings Account w/university contribution, and/or Flexible Spending Account options
- Retirement plan including 403(b) with 5% university match and supplemental account options
- Tuition benefits for employees, spouses, and/or dependent children
- Life insurance and AD&D insurance
- Long-term disability insurance (exempt employees) or short-term disability insurance (non-exempt employees)
- Employee Assistance Plan
- Relocation assistance (exempt employees only)

**Must meet eligibility requirements for specific plans*

Paid time off

All full-time staff:

- 10 paid holidays + university closure between Christmas & New Year's
- One annual volunteer day
- Bereavement & jury duty leave
- Parental leave

F/T administrative staff:

- Up to 5 weeks annual vacation
- Up to 24 days annual sick leave

F/T faculty:

- Up to 24 days annual sick leave
- Sabbatical leave
- Bereavement & jury duty leave
- Parental leave

F/T hourly* staff:

- Up to 2 - 5 weeks annual vacation (based on years of service)
- Up to 12 days annual sick leave
- Two annual personal days with opportunity to earn more

**Part-time hourly staff working 20-29 hrs/week are eligible for pro-rated leave*