

## UNC New Hire Benefits Overview – Module 6 – 12/17/24

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Slide 1 Don't lose your footing! When walking on the trail, you'll hit some uneven terrain. The UNC System works with you so you can take vacation or personal leave, sick leave and other leaves whenever you need it on your journey. And we offer a variety of programs focused on balancing the responsibilities of work and personal life so you don't miss a step.

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Slide 2 The types of leave available to employees are: Civil, Community Service, Education, Family and Medical, Family Illness, Faculty Serious, Voluntary Shared, Military, Vacation or Personal Leave, Sick, Workers' Compensation and Paid Parental Leave. Civil leave is generally used for jury duty.

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Slide 3 The Family & Medical Leave Act was created to balance the demands of the workplace with the needs of employees and their families. This policy provides a mechanism for employees to access, and the UNC System to administer, the benefits made available by this legislation.

Under this policy, employees may use vacation or personal leave, leave without pay, or donated voluntary shared leave (for approved recipients only) for absences from work due to childbirth, adoption or foster care placement, or a serious health condition of an employee or an employee's spouse, child or parent. An employee's job and benefits are protected while an employee takes leave under this policy, whether taken as vacation or personal leave, sick leave, voluntary shared leave, leave without pay or any combination.

In addition, employees have access to Family Illness Leave, which provides up to 52 weeks of unpaid leave in a five-year period as well as Voluntary Shared Leave, in which donated vacation or personal leave, and bonus or sick leave from co-workers can be used in a period of a serious health condition.

Paid Parental Leave provides employees with up to eight weeks of paid leave after the birth or adoption of a child — four weeks for recuperation for the birth parent and 4 weeks for bonding for both birth and non-birth parents.

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Slide 4 In addition to giving you many leave options, we offer several work/life programs, including:

- Educational Programs
  - An Employee Assistance Program
  - Flexible Work Arrangements, and
  - Rewards & Recognition
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Slide 5 The UNC System offers the tuition waiver program allowing eligible employees to have tuition waived for three courses per academic year at any of the 17 constituent institutions of the UNC system. Participation is voluntary, courses are to be taken on the employee's time, and may be taken for career development or for personal interest.

The educational assistance program is for employees who take classes through any accredited school or program.

The College Foundation of NC allows you to begin saving money for college for you or anyone else you'd like.

For additional information on the educational programs available and the requirements, please refer to the Benefits section of the Human Resources website.

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Slide 6 For more information about work/life programs, visit Benefits Enrollment Central. The url is shown here.

Keep in mind that these benefits do not require enrollment.