

# ADDITIONAL BENEFITS

## Tuition Assistance

Eligible employees may receive tuition assistance of work-related college course work.

## Employee Mental Health Assistance Program

All employees working 20 or more hours a week and their immediate family are eligible to receive up to 6 free counseling sessions for each issue.

## Sick Bank

Each September employees may choose to participate in this benefit which provides additional "sick" days for serious illness of the employee or their immediate family.

## Supplemental Insurance available to purchase

Accident, Cancer, Critical Illness, Life Insurance, Short Term Disability, Long Term Disability, Hospital Indemnity, Family Protection Plan and Aflac.

## Workers' Comp & Disability

As provided under NYS Law.

## Direct Deposit

Direct Deposit is available.

## Your Birthday Off

Eligible employees will be paid one day off in the month of their birth

## Additional Benefits Include

Defensive driving, paid professional days, paid holidays, wellness programs, and inclement weather closings. In-house professional development & conferences.



## Who We Are

Center for Spectrum Services is a model special education program.

We are nationally recognized for our leadership in the field of educating students with autism. As such, we have attracted thousands of visitors, and have provided trainings and seminars for educators, clinicians, professionals, and families affected by autism.

With two centrally-located campuses in Kingston and Ellenville, our outreach extends to children and families from 32 school districts throughout the Hudson Valley.

## Contact Information

### Kingston Location:

70 Kukuk Lane  
Kingston, NY 12401  
Phone: 845-336-2616  
Fax: 845-336-3302

### Ellenville Location:

4 Yankee Place  
Ellenville, NY 12428  
Phone: 845-647-6464  
Fax: 845-647-3456

Email Human Resources:  
[HR@centerforspectrumservices.org](mailto:HR@centerforspectrumservices.org)

Web:  
[centerforspectrumservices.org](http://centerforspectrumservices.org)



EMPLOYEE  
EMPLOYEE  
BENEFITS

# Join Our Team!

On top of the satisfaction of knowing you're changing the life of a child with autism, you're also receiving a generous and outstanding benefit package. Our benefits have been designed to meet the diverse needs of our staff in the areas of health coverage, retirement planning, and life insurance.



# HEALTH INSURANCE

Our staff members are the backbone of our organization. We care deeply about their well-being, their health, and their protection. That's why Center for Spectrum Services contributes to the cost of Medical, Dental, and Vision Insurance.

New hires with a signed employment letter and working 19.5 hours or more a week are eligible for medical, dental, vision, and life insurance following a 60 day waiting period.

## Medical Insurance Plan

Center for Spectrum Services offers eligible employees a choice of six medical plans through MVP.

## Dental Insurance

Delta Dental of NY offers a choice of three different plans to meet each person's dental need.

## Guardian Vision Plan

A choice of two separate plans within the Davis Network and VSP Network

# FLEX Plan

## **Flexible Spending Account Dependent Childcare Account**

Our FSA allows employees to pay for certain qualified medical expenses. A Dependent Childcare Account (DCA) assist employee with childcare cost with pretax dollars.

## **Health Savings Account (HSA)**

Eligible employees have the option to contribute to an HSA if they choose a high deductible health plan that is HSA compatible

## BENEFIT TIME



Center for Spectrum Services provides eligible employees with generous Paid Time Off (PTO) in addition to paid holidays.

Eligible employees can buy out unused PTO in accordance with agency policy in June and August.



# LIFE INSURANCE

\$25,000 of term life insurance is provided to all employees working 20 or more hours with a signed employment letter



# RETIREMENT

## **Employer Funded (non-contributory, defined contribution plan)**

Our Pension funds are managed by Merrill Lynch Advisor

## **Employee Funded 403(b) Plan**

Pre-taxed payroll deduction  
**Fidelity Funds**

