



***Jackson County Employee Benefits Summary***

<b>Benefit</b>	<b>When Eligible</b>	<b>Employees Receive</b>	
<b>Annual Leave</b>	Upon employment	Accrue annual “vacation” leave based on years of service, pro-rated for part-time employees.	
		<b>Years of Aggregate Service</b>	<b>Days Earned Annually</b>
		Less than 2 years	10
		2 but less than 5 years	12
		5 but less than 10 years	15
		10 but less than 15 years	18
		15 but less than 20 years 20 year or more	21 24
		All annual leave over 30 days at the end of benefit year is converted to sick leave on January 1 <sup>st</sup> .	
<b>Sick Leave</b>	Upon employment	Accrue sick leave to use for illness, medical/dental appointments for employee and immediate family members. Employees accrue one sick day per month for a total of 12 sick leave days accrued annually, pro-rated for part-time employees. Unlimited accumulation. Unused sick leave can be used for retirement service credit. <i>Jackson County accepts a transfer of sick leave for an applicant coming directly from a state, local or municipal employer with participates in the NC Retirement System.</i>	
<b>Holidays</b>	Upon employment	New Year’s Day, Martin Luther King, Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving (2 days), Christmas (2-3 days depending on the day of the week).	
<b>Family Medical Leave</b>	After 12 months of service and a minimum of 1,250 hours worked in the previous year	Eligible employees are provided up to 12 weeks of unpaid, job-protected leave for certain family and medical reasons, and 26 weeks of leave to caregivers of service members. Health benefits are maintained during this period.	
<b>Funeral Leave</b>	Upon employment	A maximum of 3 days of funeral leave may be granted in case of death of an immediate family member.	
<b>Civil Duty</b>	Upon employment	Employees receive leave with pay for the period of absence required to serve on jury duty. Employees are also entitled to compensation and fees received from serving on jury duty.	
<b>Credit Union</b>	Upon employment	Membership in the Local Government Federal Credit Union (LGFCU) available to employees and their family members.	

**BENEFITS SUMMARY**

All benefits included on this information sheet are provided to permanent full-time employees working 30 or more hours per week.

Only leave benefits, holidays, and participation in the Local Government Employees’ Retirement System are available to permanent part-time employees working 20 or more hours per week on a pro rata basis.

This benefits summary is provided as a quick reference to the employee benefits provided by Jackson County. Additional details can be obtained from the Human Resources Department. This summary should not be construed as an implied contract and Jackson County reserves the right to amend, suspend, modify or cancel these benefits at any time for any reason at its sole discretion.

To view a list of job postings, please visit:

[www.jacksonnc.org](http://www.jacksonnc.org)

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<b>Health Insurance</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Comprehensive medical insurance provided by Crescent Health Solutions. County has a Standard Plan and an Enhanced Plan. Eligibility for the Enhanced Plan is based on completion of a health risk assessment and a negative tobacco screening.	The County pays 100% of employee's premium. Employees pay for dependent coverage.																		
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<b>Dental Insurance</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Preventative, basic, and major services for employees and dependents provided through Crescent Health Solutions.	The County pays 100% of employee's premium. Employees pay for dependent coverage.																		
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<b>Vision</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Supplemental vision coverage is offered through Community Eye Care to cover annual exam and \$130 in frames, lens, and contacts; both subject to a \$10 co-pay.	Employee pays for supplemental vision coverage.																		
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<b>Healthcare Flexible Spending Account (FSA)</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire or July 1 <sup>st</sup> following open enrollment	Optional healthcare FSA is offered to employees through GILSBAR. Healthcare FSA allows employees to set aside a specified amount pre-tax for eligible medical expenses.	Employees may voluntarily enroll in healthcare flexible spending accounts. Employee must re-enroll every year during open enrollment.																		
<b>Dependent Care FSA</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire or July 1 <sup>st</sup> following open enrollment	Optional healthcare FSA is offered to employees through GILSBAR. Healthcare FSA allows employees to set aside a specified amount pre-tax for eligible dependent day care expenses.	Employees may voluntarily enroll in dependent care flexible spending accounts. Employee must re-enroll every year during open enrollment.																		

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<b>Additional Insurances</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire or July 1 <sup>st</sup> following open enrollment	Employees may elect to enroll in voluntary accident, disability, cancer, critical illness, hospital confinement, and life insurance policies through Colonial Life.	Employee pays for voluntary coverages.
<b>Life Insurance</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Basic life equal to one times annual salary and AD&D coverage equal to one times annual salary. Coverage provided for eligible dependents: spouse, \$2,000; children 6 months to 26 years, \$2,000; children less than six months, \$500.	Jackson County pays premium for basic life insurance, AD&D, and dependent life insurance.  Employees can elect optional voluntary group term life insurance – employee pays for optional coverages.
<b>Local Government Employees' Retirement System</b>	Upon employment	All employees who work more than 1,000 hours per year are required to participate in the Local Government Employees' Retirement System (LGERS) or Local Government Employees' Retirement System for Law Enforcement Officers (LEO). Each employee is required to contribute 6% of salary on a pre-tax basis and Jackson County contributes a percentage as required by LGERS, currently 7.07% for LGERS and 7.28% for LEO.  Employees are eligible for the Death Benefit after one year of membership, equivalent to one year of salary (not less than \$25,000 or more than \$50,000).  For retirement eligibility requirements visit <a href="http://www.myncretirement.com">www.myncretirement.com</a>	
<b>Tax Deferred Investment Programs</b>	Upon employment	Employees are eligible to participate in the Supplemental Retirement Income Plan of NC 401(k) Plan administered by Prudential or the 457 Deferred Compensation Plan administered by Nationwide.	The County contributes 5% of salary for sworn LEOs to their 401(k).  Employee may elect to make voluntary contributions to the 401(k) or 457 plans.
<b>Well @ Work</b>	Upon employment	Employees can voluntarily participate in the County's wellness program – earn 5 points, earn a \$50 VISA card!	Jackson County pays for all incentives related to Well @ Work.  For more information visit <a href="http://www.jacksonnc.org/well-at-work.html">www.jacksonnc.org/well-at-work.html</a>
<b>Employee Clinic</b>	Upon employment	Employees and covered dependents over 12 years of age can use the Employee Clinic free of charge and on County time. The Employee Clinic provides physicals, family planning, immunizations, allergy shots, and all other services that one would typically seek from an urgent care facility such as: cold, flu, wound cleaning, minor stitches, etc.	

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<b>Benefit</b>	<b>When Eligible</b>	<b>Employees Receive</b>	<b>Who Pays</b>
<b>Recreation Center</b>	Upon employment	Employees receive a 50% off discount for memberships at Jackson County Recreation Centers. Yearly dues can be deducted via payroll deduction.	
<b>Verizon Wireless Discount</b>	Upon employment	Employees can receive a 20% discount on eligible calling plans through Verizon Wireless.	
<b>Liberty Mutual Insurance</b>	Upon employment	Employees can receive discounted auto and homeowner's insurance. Premiums can be paid through payroll deduction.	

*Open enrollment is generally held May-June each year to allow employees to make changes in their benefits elections to be effective on July 1<sup>st</sup>. Mid-year changes to benefit elections may only be made if there is a qualifying event or change in family status as defined by Section 125 by the IRS. Please see the Human Resources Department for more information.*