



BELKNAP COUNTY

2024 OUTLINE OF BENEFITS

PART TIME EMPLOYEES

VACATION TIME:

Available for designated regular part-time employees who have a work schedule of 20 or more hours per week.

0-5 years of Service:

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.1547 hrs	60 hrs	120 hrs
24 hrs/week	1.3856 hrs	72 hrs	144 hrs
30 hrs/week	1.7325 hrs	90 hrs	180 hrs
32 hrs/week	1.848 hrs	96 hrs	192 hrs

5-10 years of Service:

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.345 hrs	70 hrs	120 hrs
24 hrs/week	1.614 hrs	84 hrs	144 hrs
30 hrs/week	2.0175 hrs	105 hrs	180 hrs
32 hrs/week	2.152 hrs	112 hrs	192 hrs

10-15 years of Service:

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.53 hrs	80 hrs	160 hrs
24 hrs/week	1.836 hrs	96 hrs	192 hrs
30 hrs/week	2.295 hrs	120 hrs	240 hrs
32 hrs/week	2.448 hrs	128 hrs	256 hrs

15-20 years of Service:

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.73 hrs	90 hrs	160 hrs
24 hrs/week	2.076 hrs	108 hrs	192 hrs
30 hrs/week	2.595 hrs	135 hrs	240 hrs
32 hrs/week	2.768 hrs	144 hrs	256 hrs

20+ years of Service:

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.925 hrs	100 hrs	160 hrs

24 hrs/week	2.31 hrs	120 hrs	192 hrs
30 hrs/week	2.8875 hrs	150 hrs	240 hrs
32 hrs/week	3.08 hrs	160hrs	256 hrs

SICK TIME:

Available for designated regular part-time employees who have a work schedule of 20 or more hours per week.

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.1547 hrs	60 hrs	440 hrs
24 hrs/week	1.3856 hrs	72 hrs	528hrs
30 hrs/week	1.7325 hrs	90 hrs	660 hrs
32 hrs/week	1.848 hrs	96 hrs	704 hrs

HOLIDAYS:

Holidays are prorated for designated regular part time employees who have a work schedule of 20 or more hours per week. The County observes eleven paid holidays, as follows:

New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and the Day after Thanksgiving Day, Christmas Day, and one Floating Holiday, which must be taken within the current calendar year and can only be taken as a full day. An employee must be employed from the beginning of the calendar year to qualify for this day.

Part time Hours	Holiday Pay
20 hrs/week	4 hrs
24 hrs/week	4.8 hrs
30 hrs/week	6 hrs
32 hrs/week	6.4 hrs

SICK PAY BONUS:

Paid 3 days pay, if employee has used 32 hours or less sick leave during the calendar year.

Sick pay bonus is paid the first full week in January the following year only to regular part time employees who accrue paid sick leave.

DENTAL: Effective 1/1/24

The County offers group dental insurance for part-time (20 or more hours) regular employees, effective the first of the month following date of hire. This benefit is employee funded only.

Single -	\$54.08 /month with weekly payroll deduction of \$13.52.
Two Person Plan -	\$116.48/month with weekly payroll deduction of \$29.12.
Family Plan -	\$199.28/month with weekly payroll deduction of \$49.82.

VISION: Effective 1/1/24

The County offers group vision insurance, effective the first of the month following date of hire. This benefit is employee funded only.

Option 1 – EyeMed Insight Network

Single -	\$8.08/month with weekly payroll deduction of \$2.02.
Two Person Plan -	\$15.64/month with weekly payroll deduction of \$3.91.
Family Plan -	\$21.88/month with weekly payroll deduction of \$5.47.

Option 2 – VSP Choice Network

Single -	\$9.60/month with weekly payroll deduction of \$2.40.
Two Person Plan -	\$18/month with weekly payroll deduction of \$4.50.
Family Plan -	\$24/month with weekly payroll deduction of \$6.

DEFERRED 457 COMPENSATION PLANS:

County employees through payroll deductions may participate in a deferred compensation plan offered by Empower Retirement System. Employee funded only.

OTHER INSURANCE:

Colonial Accident & Life Insurance, Aflac, NY Life and Liberty Mutual are available for regular full-time and part time employees. Employees may set up payroll deductions for insurance through these companies for voluntary benefits. The county makes no contribution.

SHIFT DIFFERENTIALS (Nursing Staff Only):

Nursing Staff	
Weekdays	
2 nd (3 pm – 11 pm)	\$2.10
3 rd (11 pm – 7 am)	\$3.10
Weekend	
1 st (7 am – 3 pm)	\$2.10
2 nd (3 pm – 11 pm)	\$4.10
3 rd (11 pm – 7 am)	\$5.10

Differentials will only be paid for hours actually worked on the shift.

Note: This document is a general summary, only for purposes of providing general information to employees & job applicants. It is subject to periodic revision by the Human Resources and/or Finance Department. It should not be construed as any sort of guarantee, commitment or contract for any aspect of the benefits listed, which are also subject to change by Belknap County at its sole discretion subject to annual appropriation and any applicable collective bargaining agreement. In the case of any discrepancies between this document and governing contract documents the original governing documents shall apply.