

Summary of Benefits

Working at Child Trends means working with a smart, driven, diverse group dedicated to learning more about kids, and sharing what we've learned in order to help them thrive. Our employees work hard to ensure that our research is timely and accessible to researchers, policymakers, and the public. They also make time to have fun and have even formed informal clubs, like Food and Friends and a book club.

Working here has other benefits, too. Our comprehensive benefits package comes with all full-time positions and includes paid health, dental, and vision insurance as well as life and disability coverage, large retirement contributions, flexible spending accounts, and tuition reimbursement, just to name a few. Our Bethesda location also offers employees free access to a gym and the convenience of onsite childcare.

Here are some numbers (we love numbers!) comparing our benefits to those of employers nationwide:



Our total monthly health premiums are lower than national and nonprofit averages.



We offer health and dependent care reimbursement accounts, which are only offered by about 60 percent of employers.



We put the equivalent of 10 percent of your salary into a retirement account for you once you've been here for a year—no match required! This compares to a national average match of three to five percent.



We offer tuition reimbursement (only about half of companies do that) and yearly professional development funds on top of that. Plus, we host speakers regularly for your edification!



We love kids! And we know what it's like to care for them. To help our employees (both men and women) settle in with their newest family members, we offer six weeks of paid parental leave to employees who have been here for a year, for the birth, adoption, or foster care placement of a child.



We also offer a veterinary discount plan for employees with pets.

Summary of Benefits

Health/Vision/Dental Insurance

Cigna HMO, POS, or PPO options are available. All plans include dental and vision coverage and have the same prescription benefits regardless of plan choice. Premiums for contributions to health insurance are deducted pre-tax from participating employees' paychecks.

Flexible Spending Accounts

Medical and/or Dependent Care: Eligible employees may participate in pre-tax FSA accounts for expense reimbursement as of date of hire. Limit amounts are set annually by the IRS.

Transportation and/or Parking: Eligible employees may participate in pre-tax FSA accounts for transportation and parking expense reimbursement the first of the month after hire as long as their elections are received before the 15th of the preceding month. Limit amounts are set annually by the IRS.

Life/Accidental Death and Dismemberment Insurance

Eligible employees participate at no cost, from date of hire, in group life insurance and accidental death and dismemberment insurance, equal to 3.5 times their annual base salary. Voluntary supplemental coverage is available to employees and family members at an additional cost.

Disability Income

Short-Term Disability and Long-Term Disability are provided free of cost to eligible employees from date of hire. Claims are paid at 60 percent of the employee's salary to a monthly maximum.

Retirement Plans

Full- and part-time employees regularly working more than 20 hours per week are eligible to participate in Child Trends' retirement plan immediately upon hire. The maximum contribution is set by the IRS on an annual basis. Additionally, after one year of continuous service, employees are eligible to receive employer contributions toward their retirement. Child Trends currently contributes at the rate of 10 percent of the employee's salary. This benefit is effective on the first anniversary of the employee's hire date.

Employee Assistance Plan

INOVA EAP provides confidential counseling and referral services for employees and family members, effective the date of hire.

Flexible Schedules, Telecommuting, and Compressed Schedules

Child Trends employees care a lot about flexibility, and get it in a number of ways. Flextime—having the ability to change your work schedule—is used by most staff and may be available, based on the appropriateness of the position (e.g., it's harder for a receptionist to do his work in the evenings). Telecommuting (working from a well-equipped home office) and compressed workweek schedules (working more time over fewer days) are also available to most staff. All flexibility options are based on the appropriateness of the position and pending supervisor and HR approval.

Summary of Benefits

Paid Holidays

New Year's Day, Dr. Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day

Annual Leave

Years of Service	Annual Vacation Days	Accrual Rate
<2 years service	14 days	4.375 hrs/pay period
>2 but <5 years service	18 days	5.625 hrs/pay period
> 5 years service	22 days	6.875 hrs/pay period
Senior-level staff	22 days	6.875 hrs/pay period

Part-time employees accrue leave on a prorated basis. Up to 10 days of annual leave may be carried from one year into the next with supervisor and Human Resources approval. Up to 15 days may be carried over with approval of the president. Unused accrued vacation is paid out at the time of termination.

Sick Leave

Accrued at the rate of 3.75 hours per pay period for a total of 12 days per calendar year; employees may carry over up to a maximum of 60 days per calendar year; not paid out at time of termination.

Maternity/Parental Leave

Once they've been here for a year, employees are eligible for up to 6 weeks of paid leave for the birth/adoption of a child. See the Employee Handbook and/or the HR representative for more details.

Bereavement Leave

Up to 3 consecutive days after 6 months of continuous service.

Tuition Reimbursement/Professional Development

Tuition reimbursement is \$1,200 per semester to a maximum of \$2,400 per year with proof of a passing grade. Employees are eligible for professional development time/funds after three months of continuous service; funds available are based on employee labor rate. Please see the employee handbook or the HR representative for more specific allocation information.

PetAssure Veterinary Discount Plan

Employees can participate in this discount plan for \$8 a month and save 25 percent on all in-house medical services, such as office visits, shots, X-rays, surgical procedures, and dental care, and save 5 to 35 percent at participating pet merchants, on everyday basic items like food, treats, medications, supplies, and grooming.

If you have additional questions please contact:

Human Resources
hr@childtrends.org
240-223-9308