

**SECOND JUDICIAL DISTRICT COURT
EMPLOYEE BENEFITS OVERVIEW**

BENEFIT	DESCRIPTION	ELIGIBILITY TIMEFRAME															
PAID HOLIDAYS	New Year's Day; Martin Luther King, Jr. Day; Presidents Day; Memorial Day; Juneteenth; Independence Day; Labor Day; Nevada Day; Veterans Day; Thanksgiving; Family Day (day after Thanksgiving); Christmas Day.	Immediate															
VACATION LEAVE	<p>Vacation hours are earned on a graduated basis:</p> <table border="1"> <thead> <tr> <th>Years of Service</th> <th>Accrual Rate Per Pay Period</th> <th>Annual Accrual Rate</th> </tr> </thead> <tbody> <tr> <td>< 3</td> <td>4.62 hours</td> <td>120 hours</td> </tr> <tr> <td>3-5</td> <td>6.15 hours</td> <td>160 hours</td> </tr> <tr> <td>5-20</td> <td>7.70 hours</td> <td>200 hours</td> </tr> <tr> <td>20+</td> <td>9.23 hours</td> <td>240 hours</td> </tr> </tbody> </table>	Years of Service	Accrual Rate Per Pay Period	Annual Accrual Rate	< 3	4.62 hours	120 hours	3-5	6.15 hours	160 hours	5-20	7.70 hours	200 hours	20+	9.23 hours	240 hours	<p>First day of the pay period following completion of six (6) months of continuous court service.</p> <p>Not available to Law Clerks.</p>
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< 3	4.62 hours	120 hours															
3-5	6.15 hours	160 hours															
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20+	9.23 hours	240 hours															
SICK LEAVE	<p>Sick leave is earned on a graduated basis:</p> <table border="1"> <thead> <tr> <th><u>Years</u></th> <th><u>Annual Accrual Rate</u></th> </tr> </thead> <tbody> <tr> <td>0-10.....</td> <td>15 days</td> </tr> <tr> <td>10+.....</td> <td>18 days</td> </tr> </tbody> </table>	<u>Years</u>	<u>Annual Accrual Rate</u>	0-10.....	15 days	10+.....	18 days	<p>Leave is accrued starting from the first day of employment.</p> <p>Not available to Law Clerks.</p>									
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LONGEVITY PAY	A career incentive plan is approved for Court employees who have five (5) or more years of full-time service. Please contact the Court's Human Resources Department for current plan information and rates.	<p>Employees rated satisfactory or above with five (5) or more years of continuous service are eligible for a semi-annual payment.</p> <p>Not available to Law Clerks.</p>															
PARENTAL LEAVE	FMLA-eligible employees may access up to four (4) weeks of paid time off for maternity and paternity leave without impacting leave banks. Parental leave runs concurrently with the twelve weeks permitted under the FMLA.	Employees must be eligible for FMLA.															

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EMPLOYEE ASSISTANCE PROGRAM	Confidential support resources and information for personal and work-life issues. The services are provided at no cost for employees and their immediate family members.	Immediate
INSURANCE	100% of the premium is contributed for each employee. Coverage includes life, medical, dental and vision; and payment of 50% of dependent coverage costs. At the start of employment, all new hires must enroll in the High Deductible Health Plan paired with a Health Savings Account for two full plan years.	Coverage is effective on the 31 st day of employment.
RETIREMENT	Employees are eligible for the Public Employees Retirement System (PERS). A portion of the contribution for each permanent employee is paid by the employer. No Social Security deductions are made for PERS eligible employees. 457(b) Deferred Compensation Plan is either a pre-tax or post-tax self-funded defined contribution savings account. 401(a) plan is a pre-tax only self-funded defined contribution savings account.	Immediate Immediate After 1 year of service for full-time employees.
MERIT INCREASES	Full-time employees may receive an annual merit increase until the position classification's maximum salary is reached.	Employees rated satisfactory or above after one (1) year of continuous service.
PAID TIME OFF (LAW CLERKS ONLY)	Law Clerks are credited with 15 days of paid leave on their hire date. This leave may be used for any purpose approved by the hiring Judge.	Immediate