



Examples of discounts our employees can receive on products and services:

- ◆ Verizon
- ◆ Marist College Tuition
- ◆ Crunch Fitness
- ◆ Home Heating Oil
- ◆ Broadway Show Tickets
- ◆ Garbage and Recycle Removal
- ◆ Affordable Legal Aid Insurance
- ◆ Online NYS Driver's Safety Course
- ◆ Auto Insurance Rates
- ◆ Homeowner's & Renter's Insurance

**And more....**

***For information regarding employment with Greystone Programs, Inc., please contact us at:***

**Human Resources  
Greystone Programs, Inc.  
2070 Rt. 52, Bldg. 330D, 2nd Floor  
Hopewell Junction, NY 12533  
(845) 452-5772**

**HumanResources@greystoneprograms.org**



***We are committed to our Core Values:***

- ◆ ***Respect***
- ◆ ***Integrity***
- ◆ ***Honesty***
- ◆ ***Compassion***
- ◆ ***Diversity***

***Benefits listed are for general information only and are subject to change. Actual benefits may vary based on employment status, hire date and position.***



***Our comprehensive benefit package is available to full-time employees on the first of the month after 60 days of employment.***

**[greystoneprograms.org](http://greystoneprograms.org)**

# Benefits Designed To Meet Your Needs....



## Medical, Dental and Vision Insurance

Eligible for coverage after 60 days of employment. Single or dependent coverage with choice of plans to fit your needs through Empire Blue Cross.

## Life Insurance

Greystone provides a free \$30,000 or \$50,000 basic life insurance policy after 30 days based on your annual salary.

## Long Term Disability Insurance

Greystone provides free coverage after 5 years of continuous employment; provides disability benefits beyond standard short term coverage.

## Supplemental Insurance Plans

Choose any of the following additional insurance plans available through convenient payroll deduction:

- Short Term Disability
- Cancer Insurance
- Critical Illness Insurance
- Accident Insurance
- Hospital Indemnity Plan

## Flexible Spending Accounts (FSA)

Tax-deferred savings accounts to use for out-of-pocket healthcare or dependent care expenses. Funded through payroll deduction. Receive a debit card for easy access to your funds for qualified expenses.

## Financial Planning Assistance

Take advantage of free financial planning assistance available through our partner, Focused Wealth Management.

## Employee Referral Bonuses

Earn \$500 for each full time employee you refer to us.  
\$250 for part time hires.



## 401K Retirement Plan

Eligible to join plan with Fidelity after one year of service. Greystone makes monthly contributions into your account. Build your nest egg faster by making tax-deferred contributions through payroll deduction.

## Tax-Deferred Annuity (403B)

Can't wait to start saving? Open a 403(b) retirement account when hired and make tax-deferred contributions through payroll deduction.

## NYS 529 College Savings Plan

Start tax-free saving for future college tuition by opening an account and electing payroll deduction to make your contributions.



## Tuition Assistance and Loan Forgiveness

Our full time employees are eligible for up to \$2,000 per year for approved degree and continuing education programs. Have outstanding student loans? You may be eligible for the Public Service Loan Forgiveness Program by working for us.

## Location Differential Pay

Employees working at select locations receive an additional \$1.00/hr. for travel to work locations that are farther from our main headquarters.

## Medication Administration Pay

Certified employees receive an additional \$1.00/hr. on top of their base pay rate.



## Performance Evaluation with Pay Increases

Think you should earn more for good work performance? So do we! Our staff receive regular performance evaluations with pay increases.

## Career Ladder

Many positions are eligible for advancement with pay increases through our multi-level Career Ladder. Earn more as you learn and demonstrate core competency skills for your position.



## Paid Holidays

Greystone offers 9 paid holidays each year - 8 national holidays, plus a paid day off anytime during your birthday month! Employees who work on a national holiday receive time and ½ for all hours worked.

## Paid Sick Days

Accrue 1 sick day/mo. Unused sick time can be rolled over into the following year with no annual limit!

## Paid Vacation Days

Paid time off to rest and refresh. Number of days based on position and length of service.

## Paid Personal Days

You will receive 3 – 5 personal days per year (depending on your position).

**And there's more...**

**Paid Professional Development Training**

**Weekly Payroll with Direct Deposit/Pay Card**

**Transfer and Promotion Opportunities**

**Free NYS Driver's Safety Course**

**Monetary Service Awards**

**Employee Recognition Programs**

**Work Perks - Employee Discounts on Services and Products**