

**West Side Baptist Church
Worship Ministry Coordinator
Benefits Summary**

This is a Permanent Part-Time position of 21 hours a week

Benefits Statement: West Side Baptist Church (WSBC) provides employees with paid vacation and holidays as a benefit of employment to enable employees to enjoy time off from work for rest and relaxation. WSBC encourages employees to use their accrued vacation time each year to experience a good work/home life balance. WSBC also provides, as able and as appropriate to employee status, other paid time off benefits to enable each employee to have income when unforeseen personal issues may be encountered, such as sickness or a family emergency. These benefits are detailed as follows:

A. Vacation- 2 weeks to start, first year is prorated

B. Paid Holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve (or as designated), Christmas Day (or as designated)

C. Paid Time Off (PTO)

D. Maternity Leave

E. Emergency Leave

F. Funeral Leave

G. Jury Duty Pay

H. Inclement Weather Coverage

I. Special times of recognition by the church

Benefits are subject to specific details outlined in the Employee Handbook..