



SUMMARY OF BENEFITS: STAFF & ADMINISTRATIVE EMPLOYEES

Merrimack College values all employees and is committed to providing a menu of high quality, affordable and comprehensive benefits, with flexibility and choice to meet your needs. The benefits we offer range from medical plans to educational assistance and then some!

COMPREHENSIVE BENEFITS, INCLUDING:

- Four quality medical care options through Harvard Pilgrim Healthcare
- Health Reimbursement Arrangement (HRA)
- Dental Insurance – Guardian Insurance
- Vision Insurance – VSP
- Legal Insurance – ARAG

FLEXIBLE SPENDING ACCOUNTS

- Health Care Flex Spending Account (Pre-tax)
- Dependent Care Flex Spending Account (Pre-tax)

PAID LEAVE POLICIES*

- Parental Leave
- Family Medical Leave
- Short Term Disability
- Long Term Disability
- Critical Illness Insurance

**Subject to eligibility requirements*

DISCOUNTS & SERVICES

In addition to our benefit programs, Merrimack offers the following discounts and services that may be valuable to you and your family:

- Liberty Mutual Policy discounts
- AT&T, Verizon, & Sprint monthly service discounts
- Andover YMCA, discounted membership rate
- On Campus Exercise Facility
- Discounted Merrimack College events – Sports events & Roger’s Center performances
- Merrimack College Bookstore Discount – 10%
- Weekly Faculty & Staff Socials held in the Merrimack Club
- Campus Post Office – onsite, full service United States Postal Service office
- Discounted software for personal use
- Public Service Loan Forgiveness – HR certifies forms submitted by eligible employees

RETIREMENT PLANNING*:

Partnering with TIAA-CREF Merrimack offers,

- Defined Contribution Plan with generous 8.5% employer match*
- Additional saving opportunities through a supplemental retirement account, tax deferred annuity plan

**Subject to eligibility requirements*

LIFE INSURANCE PLANS:

- Employer paid basic coverage, at 2x your annual salary
- Additional Voluntary Life Insurance options
- AD&D Insurance, fully funded by Merrimack College, plus additional voluntary plans

PAID TIME OFF

Paid time off options for flexibility to meet personal needs.

GENEROUS ACCRUAL OF TIME FOR:

- Paid Holidays
- Vacation, sick, & personal time
- College Shut Down Period
- Bereavement Leave





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EDUCATIONAL ASSISTANCE

As an institution of higher education, Merrimack College places great importance in making available educational opportunities and experiences for employees and their families.

Tuition Remission is a benefit extended to eligible employees and their qualified dependents that waives a specific percentage of tuition for a Merrimack education based on the employee's employment status (full-time, part-time, etc) and seniority with the College. At its core, Tuition Remission is a method to pay for tuition.

Tuition Exchange is a program that opens doors and creates opportunities through its reciprocal educational scholarship program—allowing the possibility for dependent children of eligible employees to significantly defray their higher education costs by receiving exchange scholarships to other participating educational institutions.

Tuition Reimbursement is available for full-time eligible employees who seek to undertake a program of higher education which is not available through Merrimack College directly, but is integral to the performance of the employee's current position.

LIFEMART

LifeMart is a members-only discount shopping website, available through ADP, that provides discounts on nationally recognized brand-name products, services and local retailers. Employees experience real savings in categories including but not limited to:

- Travel
- Electronics
- Tickets
- Family Care
- Wellness
- Home & Auto
- Financial and Legal
- Apparel
- Flowers & Gifts
- Restaurants & Dining

EMPLOYEE ASSISTANCE PROGRAM

WorkLifeMatters, an Employee Assistance Program through Guardian, provides employees and their family members with support services to promote well-being for a variety of daily living topics. This program is available at no cost, any time, any day!

WORKLIFEMATTERS OFFERS SERVICES IN THE FOLLOWING AREAS:

- Stress management
- Overall wellness
- Child and elder care
- Special needs help
- Legal issues
- Financial planning tools
- And much more!