

# TOTAL REWARDS PACKAGE 2024



Interfaith Outreach



# IOCP TOTAL REWARDS

Interfaith Outreach & Community Partners (IOCP) believes that employees are key to advancing the vision and mission of the organization. Employees' skill and commitment are essential to the impact and effectiveness of our work. We provide a competitive total rewards package to attract and retain employees. We strive to be a place where people love to work.

## WORKPLACE ENVIRONMENT



IOCP is a great place to work. We are proud to be recognized as a 2023 Star Tribune Top Workplace in Minnesota - and the judges were our very own employees! We create and nurture a welcoming, caring and positive workplace culture and environment by embracing our values of collaboration, inclusion, and integrity. We expect all employees to consistently enact these values in their work and communication with others. We create and maintain meaningful work connections based on mutual trust and respect. We value employee input and have a culture that encourages feedback. We also have fun together in formal and informal ways, including celebrations of individual and team successes and participating in shared learning experiences. Most positions are hybrid with a combination of in-office and work-from-home settings. In addition, we have a "dress for your day" dress code and offer free coffee and snacks in the office for those working onsite.



## RECOGNITION AND APPRECIATION

We celebrate each other and our work. IOCP makes it a practice to recognize and appreciate employees as part of a larger effort to create a culture of gratitude. Activities vary but have included delicious lunches, boat outings, escape rooms, Twins baseball games and an onsite barista. We've also held drawings to win paid time off and branded gear, such as pullovers, t-shirts and drinkware.



## PROFESSIONAL DEVELOPMENT

IOCP is a learning organization. We value the skills and experiences that employees bring when they join us but also embrace continued learning and education. We have a dedicated employee development budget for trainings such as conferences, webinars or coaching. Interfaith Outreach provides supervision support for employees seeking required professional licensure related to their role. Staff may also choose from a wide variety of internal learning opportunities and can also borrow books from our onsite library.

# BENEFITS PACKAGE

## MONEY

### Competitive Compensation

Compensation is based on benchmarking against other Twin Cities nonprofits.

### Retirement

IOCP offers a 401(k) plan, including a Roth 401(k) option through Trust Point Inc., to employees working at least 20 hours per week. Employees are 100% vested immediately, and Interfaith Outreach is proud to contribute 1% annually. This is a discretionary match for all eligible employees. Employees can also make their own contributions to the plan up to the IRS limit.

## BENEFIT PLANS

Regular employees scheduled to work 30+ hours per week are eligible to participate in the following benefit plans:

### Medical Insurance

IOCP offers three medical insurance plans through HealthPartners. IOCP offers two traditional co-pay plans: Gold SE Perform and Gold TieredChoice. We also offer a high deductible plan, the HSA Embedded Gold. For all plans, employees pay 15% of the premium cost for themselves and 60% for dependents. Employees enrolled in one of these plans receive discounts on healthy items and at fitness clubs, as well as access to low cost convenience care and no-cost virtual care.

### Dental Insurance

IOCP offers a dental plan through Guardian. Employees pay 70% of the premium cost for themselves and 100% for dependents.

### Vision

IOCP offers a vision plan through Guardian. Employees pay 70% of the premium cost for themselves and 100% for dependents.

"I am very impressed with IOCP, and the work that they're doing to be inclusive and diverse. That is very important to me, being a minority. I would say IOCP is probably one of the best agencies I've worked with."



**Abdul Ali**  
IOCP Neighborhood Program Coordinator  
Working at IOCP since December 2022

### Flexible Spending Account (FSA)

IOCP offers an FSA to help employees working at least 30 hours take advantage of pre-tax dollars for unreimbursed health and dependent care expenses. Employees are able to contribute up to the IRS maximum.

### Health Spending Account (HSA)

IOCP offers an HSA in conjunction with our high deductible medical plan. This allows employees working at least 30 hours per week to pay for qualified expenses with tax-free dollars. IOCP contributes a lump sum to help offset costs for the employee.

# BENEFITS PACKAGE

## TIME OFF

### PTO (Paid Time Off)

Employees working at least 20 hours per week are eligible to participate in the IOCP PTO plan. Part-time employees' PTO hours are prorated.

The PTO schedule is as follows:

Years of Service	Hours (Annual)	Days (Annual)
Date of Hire	168 hours	21 days
Year 2	184 hours	23 days
Year 3 - 4	200 hours	25 days
Year 5 - 9	216 hours	27 days
Year 10+	232 hours	29 days

*All employees categorized as seasonal/temporary, intern, or who work less than 20 hours per week are eligible to accrue PTO at a rate of 2.66 hours per pay period.*

### PTO Donation

In special cases involving the extended illness or hospitalization of an employee or immediate family member of an employee, Interfaith Outreach employees may voluntarily support each other by donating PTO from their balances.

### Bereavement

Interfaith Outreach offers paid bereavement leave (up to 5 days) when employees experience the death of a family member.

### Parental, Family, Medical and General Leave

IOCP offers general leaves of absence, parental leave and leave under FMLA dependent upon employee needs and eligibility for such leaves.

## PAID HOLIDAYS

Regular full-time and part-time employees are eligible for the following paid holidays:

- New Year's Day
- Martin Luther King Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve Day
- Christmas Day

Holidays for part-time employees are prorated.

IOCP offers a holiday exchange option to support employees who celebrate other personal and religious holidays.

"I love working for IOCP where I get to work alongside bright, kind and fun staff who really listen to our client's challenges and work hard to provide services that meet those needs."

**Natalie Bullinger**  
IOCP Employment Services Manager  
since Dec. 2015



### Paid Medical and Parental Leave

Employees who have been employed by IOCP for at least 12 months and are regularly scheduled to work at least 20 hours per week are eligible for up to a maximum of six weeks of fully paid leave to care for their own serious health condition or bonding leave for birth/adoption of a child.

# BENEFITS PACKAGE

## BENEFITS EXTRAS

These extra IOCP-funded benefits are available to all employees, regardless of their participation in optional plans.

### Long Term Disability

If a full-time employee becomes disabled due to accident or illness on a longer-term basis, long term disability replaces income. Eligible employees who are scheduled to work at least 30 hours per week would receive a monthly benefit of 60% of their monthly gross wages (up to \$10k). This is a 100% employer paid benefit!

### Life Insurance

We offer \$50,000 of employer paid life insurance through Guardian. IOCP pays the full premium cost for employees scheduled to work at least 30 hours per week. Employees also have the opportunity to elect additional coverage for themselves, their spouse and/or their dependents at their own cost.

### Employee Assistance Program (EAP)

Get 24/7 support for emotional well-being, legal guidance, online will preparation, financial resources and more. All employees are eligible!

"I enjoy being able to see and build relationships with our clients and community members on a daily basis. It is rewarding to work with staff here because of how passionate they are in their work."

**Elizabeth Vang**

IOCP Client Services Coordinator  
(former intern) at IOCP since January 2022



## FLEXIBILITY

### Hours

Our work is done over the course of five days a week across a wide range of hours from early morning to late at night. With supervisor approval, employees may have flexibility with their core work schedule based on their role and work duties. In addition, many jobs are hybrid, offering employees both on-site and at-home work settings.

## DISCOUNTS

IOCP employees receive a 30% discount at Resale Select, our onsite thrift store.



# ABOUT IOCP

## MISSION

To strengthen our community by meeting basic needs and equipping individuals and families for ongoing stability.

## VISION

To build a vibrant community where everyone counts and all sectors and systems work together for the good of all.

## VALUES

### *Collaboration:*

Nurturing mutually beneficial relationships.

### *Inclusion:*

Celebrating differences because they matter.

### *Integrity:*

Keeping our word through our actions, transparency and honesty.

"Our team is essential to the success of this organization. Together, we work to make our mission a living condition in the lives of the families and individuals we serve."

**Kevin Ward**

IOCP Executive Director  
since December 2020



## OUR COMMITMENT TO DIVERSITY

IOCP embraces diversity and is committed to promoting an inclusive environment across all types of difference. Inclusionary relationships are core to our role as an employer, service provider, partner, and community leader. Learn more at [iocp.org/vision](https://iocp.org/vision).