

3.4 Long Term Service

Background

Any organization needs stability and continuity in order to remain viable. Long term service employees and those that are retiring, contribute a sizable portion of their life and energy to help ensure this. Therefore, an expression of appreciation of the ESCE and its Board for professional, dedicated service and commitment to the vision and mission of the Society is the appropriate response to such an employee(s).

Service to the society will be based on active service which is defined as service with ESCE or Edmonton Christian Schools and does not include leaves of absence or other interruptions in service such as secondments to other organizations. Administrative offices are responsible for administering the details.

Policy

Long Term Service

1. A token of recognition shall be given to all employees, full and part-time, during the fifth, tenth, fifteenth, twentieth and twenty-fifth year of service (and five year intervals thereafter) for the Edmonton Society for Christian Education or with Edmonton Christian Schools.
2. Recognition will be extended in their last year of service to those who are nearing retirement age, regardless of length of service.
3. Tokens of recognition for years of service should normally be presented at the Spring Society meeting by a Board member or the Executive Director of the Society.
4. The value of the gifts is to be the equivalent of \$10.00 per year of service. These gifts will be given out following each 5 years of service.

Retirement

0 - 5 years:	maximum cost: \$50.00 gift
6 - 9 years:	maximum cost: \$100.00 gift
10 - 14 years:	maximum \$150.00 gift.
15 - 19 years:	maximum \$250.00 gift.
20+ years:	maximum \$350.00 gift.

Board Member Retirements

Retiring Board members shall be recognized at the September Board Meeting.

Created: March 1993

Approved: February 2010; April 2021

Revised: January 2001; April 2021

Reviewed: April 2021

Formerly: [4.1 Long Term Service](#)