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**The Honorable Brandon M. Scott**  
Mayor, City of Baltimore

\*Mark Lerner is the current chair of  
the Baltimore's Promise Board of  
Directors.

Chief Executive Officer: Julia Baez

## BENEFITS

Baltimore's Promise strives to be an organization that can attract and retain talented mission- and values-aligned individuals dedicated to advancing our work in support of Baltimore City's young people. We offer the following benefits to our amazing, dedicated team:

- CareFirst BlueCross BlueShield health insurance and Dental and Vision insurance.
- Paid Time Off (PTO): New, full-time staff can accrue and use up to 4 weeks (160 hours) of PTO. Part Time staff and any Temporary staff working more than 12 hours per week are also eligible to accrue PTO in a prorated manner.
- Retirement plan with an employer contribution of up to 4% of regular payroll after one year of employment (bonuses are not included when calculating the employer contribution).
- Paid Parental Leave
- Additional Time Off
  - Holidays: The Baltimore's Promise office is closed for most federal holidays
  - BP Holidays: Since 2020, Baltimore's Promise has scheduled paid "BP Holidays" each year in addition to existing paid holidays and individual paid time off. The purpose of BP Holidays is to encourage our hard-working team to rest and take time for themselves. During BP Holidays, the office is closed. Each year, BP staff enjoy the following:
    - A "Summer Pause" on or around July 4th during which the office is closed for one week.
    - Thanksgiving Week Break, during which the office is closed the week of Thanksgiving.
    - A "Winter Pause" during which the office is closed on or around December 23rd and reopens on or around the third business day after January 1<sup>st</sup>.
    - Single Day BP Holidays during months that do not have an existing paid holiday or BP holiday.
- Hybrid work environment: All positions unless explicitly specified are eligible for a hybrid schedule that allows for remote work for meetings and tasks not requiring in-person attendance.

- A laptop computer for work use in the hybrid environment.
- A monitor, keyboard, and mouse for your home desk setup.
- A cell phone and internet stipend of up to \$100 per month.
- An onboarding allowance of up to \$200 for additional supplies needed in your remote work space.
- Dedicated Professional Development resources (up to \$3,000 annually per staff member, assuming operating budget is fully raised) for self-identified learning or growth opportunities in alignment with your personal development goals.
- Cost of Living Adjustment (COLA) & End of Year Bonus — Each year, Baltimore’s Promise intends to budget for a COLA that takes effect at the start of the fiscal year, July 1. Baltimore’s Promise permanent staff are eligible for a COLA and/or additional adjustment if they joined the staff before April 15 of the previous fiscal year. We also budget for a staff bonus at the end of the fiscal year (June 30).
- A new, modern office: By the end of 2023, Baltimore’s Promise expects to move its physical operations to a new office housed in a newly renovated non-profit office space in Southwest Baltimore. The layout of the office reflects Baltimore’s Promise ways of working, with flexible office and work spaces; multiple collaboration spaces (booths, couches, tables, small and large conference rooms); and importantly, a kitchenette perpetually stocked with delicious snacks and beverages.