

108 – PART-TIME EMPLOYEES

- A. A regular part-time employee is regularly scheduled to work fewer than 40 hours per week.
- B. Benefits
 - 1. A regular part-time employee working at least 20 hours per week for more than 20 weeks each year are eligible to participate in the benefits administered by the Public Employees Retirement System (PERS).
 - 2. A regular part-time employee working an average of 20 hours or more per week may participate in the Court System's non-PERS benefits available to full-time regular employees on a prorated basis of a 40-hour work week.
- C. Work Schedule
 - 1. A regular part-time employee must receive prior approval from the supervisor to work more than the regularly scheduled part-time hours.
 - 2. An employee who works over the regularly scheduled part-time hours may not receive overtime compensation unless the hours worked are over 40 hours in a work week.
 - 3. Hours worked in a work week do not include leave or holiday hours within the work week.

Approved by the Supreme Court 4/1/12