

Salary, Benefit and Attendance Information about Post-Doctoral Visitors at York

Quick Facts: Expenses for Researchers Hiring a PDV *	
Salary	\$31,500 minimum salary (no max) + 10% statutory employer contributions + \$1,200 healthcare spending account benefits. (Supervisors should budget a minimum of \$35,850.)
Statutory Employer Contributions (CPP, EI, etc.)	10%
Extended Health Benefits	\$1,200 available in a spending account for eligible expenses
Vacation Pay	Included in salary
Pregnancy Leave/Primary Caregiver Leave	95% of salary for 2 weeks before EI begins; difference between 95% of salary and EI for 15 weeks after EI starts (total of 17 weeks)
Parental Leave	Unpaid
Bereavement Leave	Included in salary
Medical Leave	Included in salary
Family Medical Leave	Included in salary

*Detailed information on all categories can be found below.

General

- Post-Doctoral Visitors are included in the York University Faculty Association (YUFA). All information included in this guide can be found in the YUFA collective agreement.
- The YUFA collective agreement is accessible through the following website: <http://www.yufa.ca/wp-content/uploads/2015/05/Tentative-Agreement-Feb-9-2016.pdf>
- Postdoctoral salaries, statutory employer contributions, and extended healthcare benefits are eligible expenses on most research grants, including Tri-council grants.
- It is expected that all benefits costs will be covered by the same source from which the salary is drawn. For example, a researcher who hires a postdoc whose salary is paid for through an NSERC Grant will normally pay the benefits with funds from that same grant.
- All Post-Doctoral Visitors (PDVs) at York will receive a minimum salary of \$31,500 per annum, pro-rated for the period of the fellowship if applicable.

Benefits

- All PDVs at York will be provided with extended health care benefits.
- This will be provided in the form of a Health Care Spending Account containing \$1,200 from which the PDV will be reimbursed for expenditures on health, dental, vision and other medical expenses that qualify for the medical expense tax credit as defined by the *Income Tax Act* (Canada) and its Regulations.
- The annual spending limit under the Health Care Spending Account is \$1,200.
- Supervisors will be charged a flat \$1,200 annually, in addition to the PDV's base salary and statutory employer contributions, to fund the Health Care Spending Account.

Vacation & Leaves

- **Vacation** - PDVs at York are entitled to fifteen (15) business days of paid vacation per annum.
 - Payment for these vacation days is included in the PDV's regular monthly salary.
 - This amount is prorated for the period of the fellowship.
 - Supervisors are expected to keep track of vacation used and owing.
 - Unused vacation and medical leave credits may not be carried forward from one contract year into a subsequent one.
- **Pregnancy/Primary Caregiver Leave** - PDVs at York are entitled to seventeen (17) weeks of Pregnancy/Primary Caregiver Leave.
 - Expenses for Pregnancy/Primary Caregiver Leave are expected to be covered by the supervisor's cost centre.
 - For PDVs going on Pregnancy/Primary Caregiver Leave and who apply for and receive EI benefits, the difference between the EI amount and 95% of the regular salary will be paid to the PDV for fifteen (15) weeks of leave, following the two week waiting period for EI.
 - For the two-week waiting period for EI, 95% of the regular salary will be paid to the PDV.
 - PDVs on Pregnancy/Primary Caregiver Leave will remain enrolled in the York Post-Doctoral Extended Healthcare Plan during the seventeen (17) weeks of leave.
- **Parental Leave** - PDVs at York are entitled to up to 35 weeks of unpaid Parental Leave following the birth of the child or the coming of the child into the person's care, control and custody for the first time.
- **Bereavement Leave** - PDVs at York are entitled to up to five (5) days of Bereavement Leave without loss of pay in the event of the death of an immediate family member.
- **Medical Leave** - PDVs at York are entitled to up to ten (10) days of Medical Leave without loss of pay if the PDV is unable to attend work due to injury or illness.
- **Family Medical Leave** - PDVs at York are entitled to up to one (1) week of Family Medical Leave without loss of pay to attend to an ill family member upon request, once per calendar year.

PDV Costs and Entitlements: Full Details

Leave Type	Amount/ Duration	Payment Details & Requirements
Vacation	15 business days	<ul style="list-style-type: none"> • PDV is entitled to vacation with pay for 15 business days per year • Unused vacation credits will not be carried forward from one contract year to a subsequent year • If a Holiday under falls during the PDV's vacation, they will not be required to use a vacation credit for that Holiday
Pregnancy Leave	17 weeks	<ul style="list-style-type: none"> • Leave to be taken immediately preceding and/or following the birth of a child • 95% of salary paid during two week waiting period for EI • Difference between 95% of salary and EI benefit paid during fifteen weeks after EI starts • 2 week wait time for EI + 15 weeks = total of 17 paid weeks of leave • The employee will remain enrolled in the University's Post-Doctoral Visitor Extended Healthcare Plan during the 17 weeks
Primary Caregiver Leave	17 weeks	<ul style="list-style-type: none"> • Parent of a child who has principal responsibility for the child's care is entitled • Leave to be taken immediately following the coming of a child of less than 12 years into the caregiver's custody, care or control for the first time • 95% of salary paid during two week waiting period for EI • Difference between 95% of salary and EI benefit paid during fifteen weeks after EI starts • 2 week wait time for EI + 15 weeks = total of 17 paid weeks of leave • The employee will remain enrolled in the University's Post-Doctoral Visitor Extended Healthcare Plan during the 17 weeks
Parental Leave	35 weeks of unpaid leave	<ul style="list-style-type: none"> • A PDV who is a parent is entitled to up to 35 weeks of unpaid Parental Leave following the birth of the child or the coming of the child into the person's care, control and custody for the first time • If a Pregnancy or Primary Caregiver leave is also taken, Parental Leave is to be begin immediately upon the conclusion of the Pregnancy or Primary Caregiver Leave • If a Pregnancy or Primary Caregiver Leave is not taken, Parental Leave may begin no more than thirty five (35) weeks after the day the child is born or comes into the care, custody and control of the employee for the first time
Bereavement Leave	5 days of leave/ contract year	<ul style="list-style-type: none"> • In the event of the death of an immediate family member, the employee may take up to 5 days' leave without loss of pay
Medical Leave	10 days/ contract year	<ul style="list-style-type: none"> • If unable to attend work as a result of illness or injury the PDV will be provided up to 10 days of medical leave without loss of pay per contract year • Medical leave days may not be carried forward if unused during a contract year
Family Medical Leave	Up to 1 week/ contract year	<ul style="list-style-type: none"> • PDV is to be granted leave of up to one (1) week without loss of pay to attend to an ill family member once per contract year upon request • Additional medical leave without pay may be granted in the same contract year