



INTRODUCTION

The Personnel Policies of Sunshine Village, also, at times, referred herein as “the Agency,” sets forth established policies and guidelines governing the benefits offered by the organization, as well as normal job responsibilities required of each employee. The Personnel Policies serve as a guide to assist each employee in meeting his/her responsibilities and enjoy the benefits of the organization.

ABOUT THESE POLICIES

The Personnel Policies do not construe or represent a contract of employment and should not be interpreted as such; nor does it contain any expressed or implied promises. Employment at Sunshine Village is on an at-will basis; meaning that either you or Sunshine Village can end the employment relationship at any time. These policies supersede all previous policies that may have been issued and the Agency reserves the right to revise any policy at any time with the approval of the Board of Directors in accordance with the needs of the Agency.

Reviewed 6/24/2022