

CHAPTER 1 DEFINITIONS

- 1-1 Full-time Employees
- 1-2 Part-time Employees
- 1-3 Temporary or Seasonal Employees
- 1-4 Volunteers

1-1 Full-time Employees

Full-time regular employees are those who are hired to work 30 hours or more per week, on a continuing basis, and who have successfully completed their introductory (six months) period. Full-time employees are “at will” and are subject to termination at any time with or without cause.

1-2 Part-time Employees

Part-time employees are those who are hired to work on a regular basis less than 30 hours per week. Part-time employees are “at will” and are subject to termination at any time with or without cause.

1-3 Temporary or Seasonal Employees

Temporary or seasonal employees are hired to work for a fixed or indefinite temporary period. Temporary or seasonal employees should have no expectation of continued or regular employment and are “at will,” subject to termination at any time with or without cause.

1-4 Volunteers

Volunteer means any person who donates service or work time without pay or other compensation except expenses actually and reasonably incurred as approved by the Mayor or designee. A volunteer may not donate any service or work time to the City unless the volunteer's services are approved by the Mayor or designee and sign required waiver. **(See Exhibit 1A – Volunteer Hold Harmless Acknowledgement)**