

## WINTER WB STAFF MOVING TO SUMMER

All staff will be placed on SIS\* (Seasonal Inactive Status) for winter in the next few days.

\*SIS means you are laid off/separated for winter but plan to come back for the next winter

We will rehire you for Summer on April 28. As this date is within 2 pay periods of your lay off date for winter you will remain active.

This means:

### Benefits

- **Full time winter to Full time summer:**
  - Your benefits will continue to work during this time (if you are moving from a FT role to a FT role).
  - You will NOT be able to change your benefits (change coverage level, add dependents) at this time you will need to wait until reenrollment in July to make changes for August 1
  - While you are not getting any hours you will go into arrears on your benefit payments. These will be repaid automatically of your first few pay checks.
    - If you do not wish to be on benefits please let us know and we will hire you as part time until you start teaching.
- **Full Time winter to Part Time Summer:**
  - Your benefits will end on your LAST DAY WORKED for winter not your separation date.
- **Part Time Winter to Full Time Summer:**
  - Your Benefits will be active as of May 1
  - You will need to go in make changes your benefits reset to single gold coverage.
    - You need to ADD your dependents
    - reset your coverage level if you have platinum
  - While you are not getting any hours you will go into arrears on your benefit payments. These will be repaid automatically of your first few pay checks.
    - If you do not wish to be on benefits please let us know and we will hire you as part time until you start teaching.

### Staff discounts

- Your staff discount and food discount will remain active.

### Vacation Pay

- You **WILL NOT** be paid out your vacation pay
- If you would like your vacation pay please fill out this form and we will add it in for you

- We cannot pay out in one lump sum it has to be added day by day. Your weekly total (hours worked and vacation can't go over 40 hours)
- [Vacation pay request form](#)

### Record of Employment

- You **WILL NOT** be issued and ROE automatically
- You need to request an ROE through [Direct Connect](#)
- And fill out this form [Ask a Pay Question](#)
  - Use the drop down WB ROE
- PLEASE NOTE: ROE's are generated within 5 days of the end of pay period date. They cannot be generated as a one off. So if you request it at the start of the pay period it can be 2 weeks before you see it in your Service Canada account.
  - If it has been longer than that please comment on the case and email [aboyd2@vailresorts.com](mailto:aboyd2@vailresorts.com) and I will escalate your case.

### Spring Privates:

Those on Spring Privates will remain hired for winter until their last day then you will be placed on SIS for winter and rehired two days later for summer. Please email me when you have had your last day for Spring Privates.

### Spring 2 day Mini Shredder program:

You will remain hired in Snow School for the first week. At the end of the week you will be placed on SIS for Snow School. 2 days later we will do the Add hire you for Bike School role. Your Bike School hours will be adjusted for your merit or pay band increase.

### Working other departments for WB

Anyone who indicated on their return staff form that you were working another department, outside of Snow School will not be hired until you fill out [this form](#) indicating that you have finished for the winter.