

**United Way of Seneca County**

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Dear Staff Member,

Welcome to United Way of Seneca County! This guide book is intended to describe the current policies and benefits you will receive as an employee of United Way. It is effective immediately. You should read it carefully. If you have any questions, talk to me, I am happy to help you.

When you join United Way of Seneca County, you become a member of our team. We believe your excellent work will help us grow and will insure your success. In return, we provide competitive wages and benefits, a pleasant and creative work environment, people who really care about your welfare and an opportunity to develop your commitment to supporting the needs of other non-profit organizations, individuals who are supported by those agencies, and our after school programs.

From all of us – Welcome to the Team!

Sincerely,

Karen H. Beals  
Executive Director