

North Carolina Urban Church

Family and Medical Leave

An employee may be granted up to thirteen (13) work weeks for any of the following reasons:

- o For the birth and care of a newborn child of the employee;
- o For the adoption and care of an infant or young child of the employee;
- o To care for an immediate family member (spouse, child or parent) with a serious health condition; or
- o To take medical leave when the employee is unable to work because of a serious health condition.

Employees are expected to use personal leave and vacation leave for family and medical leave. Time used beyond accrued paid leave will be unpaid.