

# Franklin Regional Retirement System

## 101 Munson Street

## Greenfield, MA

### Hiring for: Director

Lay-offs abound! Labor shortage is over! Good opportunities are fleeting - grab this one before it's gone!

This is a great place to work - interesting and challenging, and we all work well together - which makes the days, weeks, months, and years fly by. And if that's not enough, the overwhelming reason you want this job - is the retirement plan!

Here is a sample listing of our great benefits:

- **Lifetime retirement benefits.** (40 years worked at age 63 earns 80% of 5-year salary average)! See the chart on our website: [Retirement Chart](#)
  - Option to also participate in 457(b) deferred compensation savings plan!
- **Plenty of paid time off:**
  - Thirteen and a half holidays
  - Up to four weeks vacation per year
    - Prior time with a local, regional or state agency counts in calculation
  - Fifteen sick days per year that can be carried forward each year
  - Three personal days per year (given at beginning of calendar year)
- **Annual pay raises:**
  - Cost of Living Increase, percentage TBD by Board.
  - Merit increase on January 1<sup>st</sup> of each year, percentage TBD by Board.
- **Work schedule** is 8:30 to 4:30 daily with half hour lunch (37.5 hour week)
  - Also offer optional 8:00 to 4:30 with a shortened Friday (TGIF!)
- **Lots of insurances available:**
  - Health and Life Insurance of which 75% is paid by FRRS
    - Retired staff get the same benefit (75/25%)
  - Dental, Vision, Cancer
  - Additional Life Insurance coverage
  - Long-term and Short-term disability insurance
- **Education Reimbursement**
  - 50% of the tuition and fees for completed classes/course work in an accredited college or university

Here is our timeline for hiring.

- Applications due no later than December 21, 2023
- Initial interviews take place as soon as they can be scheduled.

- Finalists will be selected after initial interviews, and then finalists will interview in-person with the full Board. After interviews there will be either a decision to hire or continue the search.
- Start date to be determined.

Here is the job posting:

This full-time position requires excellent organization and communication skills, and consistent accuracy. The successful candidate will be comfortable with all office equipment, have good computer skills, and be able to focus on individual projects as well as be a member of the team. Bachelors degree in office management, accounting, business or public administration with five years of experience, or any equivalent combination of education and experience, preferred. Knowledge of M.G.L. Chapter 32 is preferred. Salary negotiable depending on education and experience. Deadline for application is no later than December 21, 2023. Download a copy of the job description at: [FRRSMA.com](http://FRRSMA.com) (or call 413-774-4837). Email resume to: [PaulMokrzecki.frrsma@gmail.com](mailto:PaulMokrzecki.frrsma@gmail.com). This office maintains a high level of Covid and flu spread prevention. We also are an AA/EOE employer.

Here are links to the full job description, our personnel policy, and a video tour of our office:

Our website: [www.FRRSMA.com](http://www.FRRSMA.com)

Tour: [Video Tour](#)

Job description: [Director](#)

Personnel policy: [Personnel Policy](#)

Posted November 20, 2023.