




listen | engage | grow

welcome to your arbor circle journey

People are at the heart of Arbor Circle's work. With this in mind, we strive to ensure that each person feels equipped and valued throughout their career journey. The following document is meant to provide an overview of our culture and priorities, compensation and benefits, talent development, and more.

We are committed to ensuring that our team members have what they need to be successful and we are proud to provide a comprehensive foundation of support.

At Arbor Circle, you can expect:

- ▶ A fulfilling and inclusive culture
 - ▶ Competitive compensation and comprehensive benefit offerings
 - ▶ Learning, development, and talent mobility
 - ▶ Wellness support and flexibility
- 

creating community

At Arbor Circle, you will be surrounded by other change makers — passionate individuals working toward a flourishing community for all.


Our mission: Arbor Circle advances mental wellbeing through counseling and supportive services in partnership with people and communities.

Our vision: Arbor Circle is a valued partner in shaping a community where all people can flourish.

Our values:

- ▶ Listening
- ▶ Engagement
- ▶ Growth

These values embody our commitment to transparency, communication, and the strength of our relationships with each other and those we serve.



97%
of Arbor Circle team
members find
meaning & purpose
in their work

at arbor circle:

- ▶ Innovation is encouraged and cultivated so that team members can pursue ideas and activities that energize them
- ▶ Supervision and support are prioritized to maximize the strengths and unique needs of each person
- ▶ The impact of your work is valued and celebrated across the communities we serve

our culture is deeply rooted in our organization's commitment to diversity, equity, and inclusion. Arbor Circle has many programs that work to address the health and mental health disparities in the communities we serve. With this as our backbone, we are dedicated to ensuring our employment experience reflects the equity and inclusion goals embedded in our Strategic Plan, outlined below:

- ▶ Strengthen welcoming and inclusive experiences
- ▶ Improve relevancy and cultural responsiveness of services
- ▶ Recruit and retain competitive and diverse talent using effective practices
- ▶ Develop diverse organizational leaders through defined career pathways
- ▶ Nurture board diversity and cohesion

91%
of Arbor Circle team
members feel that
their work makes a
difference


your earning potential

Arbor Circle's compensation strategy is driven by our commitment to attracting and retaining talented individuals (like yourself!).

This strategy ensures that your compensation is market informed, equity driven, optimized to your individual talents, and transparent across the organization.

Arbor Circle's compensation packages are more than just salary; they are a holistic approach that considers wellbeing, culture, relationships, and development.


In addition to a starting base salary, Arbor Circle provides a variety of ways to increase earnings through both performance-based gains and increased organizational involvement:

- ▶ Performance based increases
 - ▶ Staff development trainer stipend
 - ▶ Equity & Inclusion Council or Workgroup participation
 - ▶ Certification or licensure completion
 - ▶ Additional responsibilities or projects
 - ▶ On call
 - ▶ Recruitment referral incentives
 - ▶ Additional considerations are welcome and evaluated
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benefits and more

Arbor Circle's benefits package features a comprehensive selection of medical coverage and other wellness options.

The benefits outlined below are available for all full-time employees of Arbor Circle:

- ▶ Medical, dental, and vision insurance
 - ▶ Retirement plan with 4% employer match
 - ▶ Vacation time upon hire with separate sick time
 - ▶ 11 paid holidays
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grow with us

Arbor Circle wants to help you grow! Challenging yourself and leaning into your passions is a meaningful way to grow your career alongside your impact. Whether you want to be a content expert, make a change to a different role, lead a team, develop programs, or help create change in your field, we have learning and development opportunities for you.

Expand your skills and expertise:

- ▶ Dedicated budget to support training and development goals
- ▶ Individualized plans that match learning needs as well as specific areas of interest and growth
- ▶ Robust training calendar that prioritizes topics and hours which:
 - ▶ Count toward social licensure requirements outlined by LARA as well as substance use certification outlined by MCBAP
 - ▶ Represents evidence based and/or promising practices curriculums
 - ▶ Promotes continued diversity, equity, and inclusion learning
 - ▶ Supports self-reflection and wellness
- ▶ Opportunities for full certification in evidence-based practices, including:
 - ▶ TFCBT, MI, Infant Mental Health, DBT, EMDR, Play Therapy, Animal Assisted Therapy, Supervision, Excel and other Microsoft office platforms, Data analysis, CQ Intelligence, Implicit Bias, Project Management/Process Improvement
- ▶ Paid opportunities for team members to facilitate trainings
- ▶ Internal committee opportunity for team members to provide insight and support in training calendar development as well as evaluation/monitoring of the staff development program

Advance your career:

▶ Project Implementation

Staff members interested in advancing their careers at Arbor Circle can gain valuable experience by participating in or leading project implementation efforts. These opportunities often involve collaborating with colleagues across departments to execute new initiatives, enhance existing services, or address organizational challenges.

▶ Program Development

Developing new programs or refining current ones is a key pathway for professional growth. Staff may contribute to the creation of innovative services that align with Arbor Circle's mission and strategic goals.

▶ Committee Facilitation

Facilitating committees is another way to build leadership skills and broaden organizational impact. Arbor Circle encourages staff to take an active role in internal and external committees that focus on key priorities such as equity, safety, quality improvement, or community engagement.

▶ Moving into Formal Leadership Roles, Including Supervision

For those aspiring to formal leadership positions, Arbor Circle offers pathways to supervisory and management roles. These opportunities often begin with informal leadership experiences, such as mentoring peers or leading small teams on specific projects. Leadership positions provide an opportunity to shape the agency's culture, support staff development, and drive meaningful outcomes for clients and the community.

wellness and support

Arbor Circle strives to be a place where individuals have what they need to create meaningful and lasting change for those we serve. For staff to do this effectively, we know that we need a working environment with employee wellness at its core.

Below are a few of the ways we support wellness in the workplace:

- ▶ Flexible scheduling is supported, boundaries around time are embraced and shared
- ▶ Remote, hybrid, and in-person work options are supported
- ▶ Dedicated trainings around wellness and self-reflection
- ▶ Supervision and collegial relationship building are prioritized
- ▶ Confidential Employee Assistance Program (EAP) is provided for employees and immediate family members - Secondary stress prevention is one of the foundations of our wellness strategy
- ▶ Emphasis on a culture of safety that aligns with federal and state best practices

92%
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freedom & flexibility
to do their jobs



arbor circle

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