Balancing work and home life, getting support for your family and thriving in an inclusive and respectful workplace: find out more about the support structures in place to enhance your working life@CERN!
A PROFESSIONAL-PERSONAL BALANCE
Various options are available to you to provide a framework in which you can thrive at work whilst enjoying an optimal quality of life, to foster balance between your professional and personal life.

**PART-TIME WORK**
- Minimum 20 hours per week.
- Guaranteed access to part-time work for 6 months in the 12 months following birth or adoption of a child.

**TELEWORK**
Possibility to telework one working day or two half-days per week as part of a regular work schedule or on an occasional basis.

**DYNAMIC LEAVE SCHEME**
In addition to annual leave, staff members can subscribe to a Saved Leave Scheme, saving up to 22 days a year allowing for more flexibility on a weekly, yearly or long-term basis. Staff members and fellows can also be granted a leave of absence for personal reasons.

**PRE-RETIREMENT PROGRAMMES**
Staff members can, under certain conditions, benefit from measures to progressively ease into retirement.

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For your convenience:
CERN campus

- Post offices, banks, a travel agent
- A diversity of clubs for sport, leisure and cultural enrichment, see www.cern.ch/clubs
- Health insurance drop-in office
- Several on-site restaurants
- A quiet breastfeeding room
- Car and bicycle rental
A FAMILY-FRIENDLY WORK ENVIRONMENT
CERN’s definition of family is inclusive*. Various structures are proposed related to family needs such as child care facilities as well as various forms of family-related leave.

*CERN defines a family member as the member of personnel’s spouse (including registered partner), irrespective of gender, and dependent children, opening the right to financial and social family benefits including health insurance.

CHILD CARE FACILITIES
There are on-site facilities for children between the ages of 4 months and 6 years: Children’s Day-Care Center (EVE) and the School run by the CERN Staff Association. Agreements are in place with local facilities in Meyrin, Switzerland and St Genis-Pouilly, France with a total of 40 reserved places for CERN Contributors’ children between the ages of 4 months and 4 years. 4 short-term places are also available.

SUPPORT TO DUAL CAREERS
No restrictions are in place at CERN with regards to dual hiring of spouses. CERN is a member of the International Dual Career Network, supporting spouses of mobile employees in their job search.

LEAVE FOR NEW PARENTS
- Maternity leave: minimum 16 weeks; can be extended by 3 weeks (non-cumulative) under specific conditions such as premature birth, multiple births, serious illness or disability of the new-born, second child, single-parent and by 4 weeks for breastfeeding; 100% remunerated.
- Paternity leave (gender neutral, linked to the spouse giving birth): 10 working days; 5 additional working days under the same specific conditions as for maternity leave; 100% remunerated.
- Adoption leave: 15 weeks; 100% remunerated.
- Parental leave: 4 months, unremunerated but with family benefits maintained and the health insurance fully funded by CERN.

OTHER FAMILY-RELATED LEAVE
- Leave in the event of illness of a close relative: maximum 7 days / year remunerated leave. For single parents, this leave is increased by 5 days in the event of serious illness of a dependent child.
- Leave for family reasons: marriage, loss of spouse, child, own parents, 3 days; brother, sister, parent-in-law or step-parent, 1 day.
- Compassionate leave: up to 3 months unremunerated leave to care for a close relative.
- Leave donated by colleagues: up to 30 days per year in the event of a serious illness of a child or spouse (under certain conditions).
AN INCLUSIVE AND RESPECTFUL WORKPLACE
CERN is a place defined by mutual respect and understanding where all individuals must be able to contribute to their full potential.

ACCESSIBILITY
If you are experiencing temporary or permanent disability, acquired or increased, measures are in place to help you give and get your best in all activities. CERN strives to make the workplace increasingly accessible and to provide reasonable accommodation based on individual special needs.

A RETURN-TO-WORK POLICY
If you are returning from a long-term illness or acquired / increased disability, all necessary measures for your rehabilitation and comfort will be investigated and put in place wherever possible.

INFORMAL NETWORKS
CERN is a place where contributors who share an identifiable common interest in work-related issues can keep in contact with each other and to exchange ideas, information and experiences related to their integration at CERN.

LANGUAGE COURSES
To facilitate your successful integration in the Organization and in the local community, French classes at CERN are open to spouses (subject to a fee).

SUPPORT SERVICES
SOCIAL SERVICES
The Social Affairs Service team offers advice and support in a wide variety of circumstances including:
• Integration and stay in France and Switzerland including dealing with relevant authorities or services.
• Concerns and problems of a personal, family, professional, administrative or financial nature.

CERN OMBUDS
The CERN Ombuds is available to provide impartial advice and guidance; to help resolve interpersonal disputes; to listen, share and examine preoccupations or problems; and to guide people at CERN in applying the CERN Code of Conduct.

MEDICAL SERVICE
The CERN Medical Service, comprising 2 doctors, 4 nurses, 2 secretaries and 1 psychologist, is available to guide and help you in ensuring you achieve optimal health and well-being at work.

Without Respect, where would we be?
CERN is a member of the Geneva-based association “Le respect, ça change la vie” (respect changes your life).
CERN's Diversity Policy is anchored in CERN's Diversity value of "appreciating differences, fostering equality and promoting collaboration", through a work environment based on mutual respect and exchange.

Further information can be found on the Diversity website http://diversity.web.cern.ch/

Please note that the information provided in this brochure may be subject to change.