

VISTA Leave Benefits
(Chapter 9 of VISTA Member Handbook)

Leave type	Total Workdays	Conditions
National holiday	Only those followed by sponsor staff	
Personal	10 workdays in a full year of service	Generally, leave in first 3 months or last month is limited to emergencies and family matters. If you reenroll or if you are reinstated, you are not entitled to any personal leave earned in the prior term of service.
Personal in an extension of service	1 workday per 30 additional days of service if extension is less than six months 5 workdays if extension is six months or greater	You are entitled to any unused personal leave earned in the prior term or service.
Medical	10 workdays in a full year of service	If you reenroll or if you are reinstated, you are not entitled to any medical leave earned in the prior term of service.
Medical in an extension of service	1 workday per 30 additional days of service if extension is less than six months 5 workdays if extension is six months or greater	You are entitled to any unused medical leave earned in the prior term or service.
Extended Medical Leave Benefits	Must use personal and medical first 5 workdays in a full year of service	The CNCS program director in the state where you service may approve an additional 5 workdays for a total of 15 medical workdays in a full year of service, in cases that require extended recuperation.
Parental Leave (birth/adoption)	Use personal and medical	The CNCS program director in the state where you service may approve an additional 10 workdays, for a total of 30 workdays, if required.
Emergency	5 workdays	Sponsor may allow if: natural disaster requires leaving the site; immediate family member becomes critically ill or dies. Sponsor must notify the CNCS state program director.
Jury duty & military reserve	As necessary and as required by the military	
Deferral for compelling personal circumstances	As necessary within parameters of compelling personal circumstances	If you are away from service for less than one year for personal compelling circumstances, reinstatement is allowed.