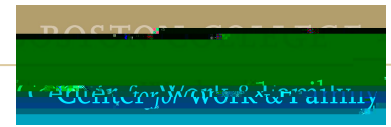




Tip Sheet

Burnout prevention `Dfca ch]b[´fYVøj Yfm\Y`dg`dYcd`Y`
UMj Y`ma UbU[Y`h`Y]f`ck b`k Y`VY]b["" (i`cZgUVVUh]VU`



Tip Sheet

Evaluating sabbatical requests 9l d`U]b`mci f`Vta dUb]Yg`Uddfcj U`dfcWXi fY`]b`mci f`dc`]Wñ
hc`a U]bHJ]b`hfUbgdUFYbVñ

Employee agreement post-sabbatical Mti`a UmU`gc`V`ccgY`hc`UXX`U`WUi`gY`h`UhifYei`]fYg`
mci`f`Ya`d`cmYYg`hc`k`cf`_`Zcf`mci`f`Vta`d`UbmZcf`U`gYhdYf]cX`U`Zñf`HJ`]b[`]gUVVUH]W`"YUj`Y`"H`]g`
dfYj`Ybñg`Ya`d`cmYYg`Z`ca`hU`]b[`U`gUVVUH]W`"hc`[`U]b`bYk`g`_`]g`UbX`Vf]b[`h`cgy`g`_`]g`hc`
Ubch`Yf`cf[`Ub]nUh]cb`".....

Required notice 7cbg]XYf`ck`ZUf`]b`UXj`UbW`Ub`Ya`d`cmYY`g`ci`X`bch]Zñmci`c`Z`h`Y]f`
gUVVUH]W`d`Ubg`"Hk`c`cf`h`fY`a`cb`h`g`bch]W`]g`Vta`a`cb`"

Maximum length of work 7cbg]XYf`h`Y`a`Ul`]a`i`a`Ua`ci`bh]Zh]a`Y`mci`Wb`fi`b`mci`f`
cf[`Ub]nUh]cb`k`]h`ci`h`mci`f`Ya`d`cmYYg`"Mti`a`Um`Uj`Y`U`gY`h`a`Ul`]a`i`a`"Yb[`h`k`cf`a`Ul`]a`i`a`
`Yb[`h`k`k`k`]W`j`Uf]Yg`cb`ñY`Ufg`c`Z`gYfj`]W`"5`hYfbUHj`Y`ñ`mci`a`Um`V`bg]XYf`"YUj`Y`cb`U`
WgY!Vñ!WgY`VUg]g`"

