

## Family Friendly—

**MITHUN**

Mithun is committed to creating, maintaining and supporting a positive work environment that is conducive to and fosters worker happiness, productivity and job satisfaction. We seek to support staff members and their families, and work to accommodate the diverse needs of our staff. Arrangements for telecommuting, flexible work schedules and other various modes of working are all open for discussion but are not guaranteed (whether needed for a temporary timeframe or a fixed working schedule). Mithun also values collaboration as an important part of firm culture. We encourage employees to consider this, along with client expectations and personal / family needs when setting hours with the appropriate work-life balance. Please bring schedule modification requests to the Human Resources Manager.

In addition to local, state and federal mandated benefits, we offer myriad options to support employees with their obligations outside of work including personal leaves of absences. With a focus on one-office-with-two-doors, we strive for parity with both of our office locations. In many cases, we extend required local or state benefits offered in one location with a similar non-mandated benefit to the other location. Also, through our culture we look for small ways to support our employees and their families. For example, we realize last minute "hiccups" happen, and you may see an employee's dependent hanging out in the office from time to time.

### **Parental Leave**

Mithun supports time off for an employee to bond with their new child who is newborn, adopted or in foster care. The firm provides a wage replacement benefit that equals up to 100% of weekly wages for up to six weeks within the first 12 months of the birth, adoption or foster care placement for bonding purposes. Group disability insurance and state plans (such as California's Paid Family Leave (PFL) benefit for California staff) will be factored in to this wage replacement benefit. To qualify, an employee must have been employed for 180 days prior to the birth, adoption or foster care placement.

Whether for personal or family related time off, staff members are encouraged to work with their teams and managers to define a schedule and target time off collaboratively so that job and project responsibilities can be addressed.

*For further information about Family and Medical Leave Act, the California Family Rights Act and other applicable federal, state and local laws, please see the Human Resources Manager or the Employee Guidelines.*

### **Seattle**

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### **San Francisco**

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### **Los Angeles**

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