

HSD EMPLOYEE REFERRAL/MENTOR PROGRAM

WOULD YOU LIKE TO EARN A \$250 STIPEND?

Step 1: Encourage someone to apply for a non-certified position with the district.

Step 2: Make sure the applicant lists you as a reference and checks the “Current Employee” box on the application to indicate that they learned about the job from you.

Step 3: Notify your supervisor in writing that you have referred the applicant and are willing to mentor the applicant.

Step 4: If the applicant is hired, participate in three documented mentorship sessions with the new employee within the first three months of their employment (new hire must remain with HSD for at least three months).

Step 5: Collect a \$250 stipend!