

Find Caregivers When and Where You Need Them!

www.RewardingWork.org/CT

Need to hire?

RewardingWork.org/CT makes the recruiting and hiring process easier for families who need to hire Direct Support Professionals. Caregivers are available part-time or full-time, days, nights, overnights or weekends.

Find the right person

Find the right person to fit your needs. Customize your search and find, for example, someone who:

- Will work with a specific age group: infants and toddlers, school-age children, teens, adults or elders
- Has specialized skills or certifications
- Drives or has a car
- Speaks your language

RewardingWork.org/CT subscriptions are free with DDS eligibility

- State residents who work with the CT Department of Developmental Services (DDS) may be eligible for a free subscription to Rewarding Work. To obtain an Access Code for a free subscription, contact your DDS office or email: info@rewardingwork.org
- Visit RewardingWork.org/CT to establish a password-protected account.
- Once you have an account, search for workers who meet your needs.
- Contact and interview workers who meet your needs.


Try our FREE Job Board

The job board makes it easier and faster to connect with qualified workers. Write a short description of your hiring needs, and post it free of charge. Responses from interested applicants go to your email.

Get started today!

www.RewardingWork.org/CT

Call toll-free: 1-866-212-9675

 [Facebook.com/rewardingwork](https://www.facebook.com/rewardingwork)



How it works:

- Search for workers or post an ad on our job board
- Subscribers post ads for free
- Responses go directly to your email
- RewardingWork.org subscriptions are free with DDS eligibility
- Paid subscriptions to RewardingWork.org are also available (1 month at \$10; 3 months at \$25—call for additional rates.)

RewardingWork.org/CT is sponsored by the Connecticut Department of Developmental Services (DDS).

Tips for Individuals and Families

How to use www.RewardingWork.org/CT

Register & Subscribe:



1. Click on the link that says: "Register and hire someone today."
2. This brings you to a short **Registration Form**.
3. In the box labeled **Access Code**, enter the DDS access code for your regional office:
 - **CT DDS NR: 345231**
 - **CT DDS SR: 813732**
 - **CT DDS WR: 882733**
4. Click submit to start your free 12-month subscription to Rewarding Work.
5. You will receive a confirmation email with your username and temporary password, as well as instructions for logging into your account. You can begin searching for workers immediately!

Search for Workers:



1. Click the link that says "Search our applicants."
2. Enter your zip code, and choose how many miles from your zip code to search. Click "Search Now." At the bottom of the page you will see a list of candidates who live near you, with the most recent applicants at the top of the list. Click "View" to open an applicant's application.
3. To narrow your search results, answer additional questions on the search page, such as when applicant is available to work, whether applicant has a valid driver's license, or whether applicant has posted resume.
4. Use the "Advanced Search" feature for more specific search results.
5. To change how your search results are displayed select "Sort Results by Changing Columns."
6. Select which workers to contact!

Post a Job:



1. You must be logged into your account to post a job.
2. Click on the tab that says "Job Board." Then click on the link that says "Consumers, click here to post a job description."
3. Click on "Job Posting Form" and complete the online form.
4. Your job is posted immediately and runs for 30 days. Job applicants contact you through the posting; however, they cannot access or see your personal information, which remains confidential. You may contact the applicant of your choice.