

## ANNOUNCEMENT OF VIRTUAL JOB FAIR

**FOR: Current Permanent Part-Time Developmental Services Worker 1 Staff**

**RE: Full-Time Developmental Services Worker 1 Opportunities**

**WHEN: Tuesday, September 20, 2022 and Wednesday September 21, 2022**

**OPT-IN PERIOD: Monday, August 15, 2022 through Sunday, August 21, 2022**

DDS, OLR and 1199 entered in an Agreement that affords agency staff who currently hold the title of Developmental Services Worker 1 (DSW1) in permanent part-time positions, the opportunity to participate in a virtual job fair and select permanent full-time opportunities. Over 50 full-time opportunities have been identified throughout the agency (Public and IFS). We are excited to be able to offer these additional full-time opportunities to our part-time staff!

All information concerning the job fair can be found by clicking on the following link to our [DDS Internal Job Fairs Page](#). The link to the DDS Internal Job Fairs Page can also be found in the "Important Links" Section of the DDS Website, and in the "Featured Links" section of the DDS Intranet.

Eligible staff\* shall request to participate in the job fair by completing the electronic "Opt-In" form, also located on the [DDS Internal Job Fairs Page](#). The Opt-In forms must be completed by staff between **August 15, 2022** and **August 21, 2022**. Staff will be asked to provide their Name, Employee ID, Phone Number, Email Address and Current Worksite, as well as indicate if they have the certifications and/or skills required for the full-time opportunity(ies) they are interested in (for example, Medication Administration Certification), via the Opt-in form. Staff **will not** be asked to choose which opportunity(ies) they are interested in when completing the Opt-In form. However, staff should make note of which opportunity(ies) they are interested in. Opt-In forms will be reviewed once the Opt-In period closes, and a staff participant list will be promulgated.

*\*Please Note, part-time staff who were awarded full-time opportunities during the April 2022 virtual job fair are **not** eligible to participate in this job fair.*

Virtual Meetings via Microsoft TEAMS will be scheduled for Tuesday, September 20, 2022 and Wednesday, September 21, 2022 (specific times to be determined). Meeting invitations will be emailed to all participants. The preferred method is for participants to access Microsoft TEAMS is via the web or download the program. A call-in number will also be provided for those who do not have access to the web or do not have the ability to download the program and/or use the microphone feature.

The Virtual meetings will include the participating staff, Management, Labor Relations, Human Resources and the Union. **Participating staff (in seniority order) must accept or decline an opportunity at the time of their scheduled virtual meeting.** Those who Opt-In to the job fair and are not awarded a full-time opportunity, will retain their current part-time status, work location and schedule.

All information including updates, will be posted on the [DDS Internal Job Fairs Page](#).

We look forward to the upcoming job fair.