



DATE: July 18, 2022
TO: ALL MPSD Employees
FROM: Joyce Greenwood-Aerts; Director of HR
RE: Referral Bonus

We need your help in our recruitment efforts! Oftentimes, word of mouth is a great way to share our story and inform others that the MPSD is still seeking candidates for several vacant teacher positions.

Effective immediately, the MPSD is offering a **REFERRAL BONUS** to any employee who refers a candidate and the referred candidate is hired for *any vacant teacher / professional faculty* position.

- The referral bonus is available until all applicable vacant positions for the 2022-23 school year are filled

HOW IT WORKS:

1. If you know someone who may be interested in any of these positions, please contact the individual and encourage him/her to apply. The individual being referred needs to be a new applicant.
 - a. Candidates may apply via WECAN or by sending a resume/cover letter to Tatum Clayton, HR Generalist.
2. Then, please email or call Tatum Clayton, HR Generalist (686-4789) to provide her the name of the individual you are referring.
3. If the individual you referred is hired, you will receive the **\$1,500 Referral Bonus** (subject to applicable taxes, etc)
 - a. \$750 paid at semester
 - b. \$750 at the end of the school year

IT'S THAT SIMPLE.

If you have questions, please contact myself or Tatum Clayton

Thank YOU for helping with our recruitment efforts!