For instructions and more information, visit Refer.ESS.com

**Attention District Staff**

**Earn up to $525 per year through our referral program!**

We’ve found that some of our top-performing substitute teachers and support staff are referred to us by the people who know your schools best. That’s why our partner school districts’ faculty and staff can now participate in our referral program.

Do you know someone who fits the bill? Simply fill out our online referral form, and you’ll receive a $75 gift card for every candidate who gets hired and meets the minimum requirements!

**ESS Referral Program Overview**

- Referrals must be submitted at Refer.ESS.com.
- Referrers must register with a valid district email address. Administrators involved in contracts or hiring are excluded from this program.
- All referred candidates must be entirely new to the ESS application process and must not be part of a district-wide transition to ESS’ services (also known as district originals).
- Substitute candidates must complete an application, become hired, and work eight (8) of their first 30 calendar days without disciplinary action.
- Permanent candidates must complete an application, become hired, and complete three (3) consecutive months in a permanent position without disciplinary action.
- District employees will receive $75 for each successful referral, earning a maximum of $525 per calendar year. Referral payment gift cards will be mailed to the address submitted through the form on a quarterly basis.
- Regulations are subject to change.
- This program is funded solely by ESS.