KenCrest
Your Dreams. Our Mission.

Staff Referral Reward$
Effective: 1/1/22

What is the Staff Referral Reward$
Current employees can earn a monetary reward for referring successful new hires!*
If your referral is hired for a **full-time** permanent job and successfully completes his/her first 90-days of employment, you will receive a referral bonus payment.

Great referrals for these positions can earn you great rewards:
- **PA DSP and/or Program Manager Positions (ends 3/31)**   **$1,000**
- PA Personal Outcome Champions (ends 3/31) $1,000
- **PA Community Connection Coaches (ends 3/31)**   **$1,000**
- PA Employment Job Coaches (ends 3/31) $1,000

- **PA ELC Classroom Aides (ends 6/30)**   **$1,000**
- PA ELC Associate Teachers (ends 6/30) $1,500
- **PA Teachers (ends 6/30)**   **$2,000**

How do I make a referral?
Tell your friends, relatives and neighbors about **full-time** permanent job openings at KenCrest and encourage them to apply. Your referral **must** name you (the employee) as their "Referral Source" on his/her online application. All current employees are eligible for the Referral Reward$ (except VPs and Cabinet members).*

When do I receive my Referral Reward$ bonus?
Your rewards bonus payment will be issued to you soon after your referral successfully completes their 90-day probationary period. HR Department collects information from the online job application and tracks 90 days from hire to process payments.**

What are my next steps?
1. Look at the careers page under **"View Jobs"** for open **full-time** positions
   KenCrest.org/careers
2. Refer your amazing candidate!
3. Be sure that your candidate indicates **your name** as "Referral Source" on their online application.

Have other questions?
We'd love to hear from you! Send an email to **Jobs@KenCrest.org**

Thank you!

* Managerial employees can submit referrals for open positions that are *not* in their own area of responsibility. *VPs and Cabinet members are not eligible for the rewards.*

** Referral payments will be issued at the discretion of KenCrest within these general guidelines.