

2019-20 Internal Referral Program

Great people know great people



Encourage a friend, acquaintance or family member to join the Green Dot team, today!

Overview and Rules

- To qualify for a bonus-
 - You must be a current Green Dot Public Schools (GDPS) employee (or have accepted an offer of employment from GDPS) at the time you make the referral, and you must be a current GDPS employee at the time the referral bonus is eligible for payment
 - Unfortunately, substitute teachers are not eligible to **earn** referral bonuses
 - You **must** submit your referral in one of two ways:
 - Via www.greendot.org/refer
 - During a Human Capital event (*must be submitted using a hand-written referral form*)
 - You **must** have submitted your referral before the referral applies for the position
 - Any teacher you refer **cannot** have previously applied for a teaching position at GDPS after December 31, 2015
 - Any school leader you refer **cannot** have previously applied for school leader position at GDPS after December 31, 2015
 - You **cannot** be a decision-maker in the hiring of your referral

Bonuses

- A **\$500** bonus* will be paid for each referred teacher candidate hired for the current or 2020-2021 school year in California
 - Referrals hired as substitute teachers will not count toward referral bonuses
- A **\$350** bonus* will be paid for each referred school leader candidate hired for the current or 2020-2021 school year in California
 - School leaders are considered to be a Principal, Assistant Principal or Administrator-in-Residence (AIR)
- A **\$150** bonus will be paid for each referred REAL residency candidate hired for the 2020-2021 school year in California
- The referrer will be paid once the new hire has been employed with Green Dot for a period of one (1) month
***Bonuses for REAL residents will be paid approximately one (1) month into their placement*
- Bonuses will be included in the referrers biweekly check and are subject to relevant federal, state, and city taxes
- If more than one employee refers the same hired candidate, the bonus will only be awarded to the first referrer (based on the date the referral was submitted via www.greendot.org/refer)

NOTE: Though all referrals are welcomed and appreciated, Green Dot will only pay referral bonuses for candidates hired as teachers or school leaders. All other candidate referrals are not eligible for a bonus and will be forwarded to the appropriate hiring managers only when possible. The Human Capital team will not be involved with any follow-up of said referral. If you would like to dispute a decision about your eligibility to receive a referral bonus, please submit your response in writing to Samantha Matamoros (samantha.matamoros@greendot.org) within 30 calendar days.

Disclaimer: GDPS has allocated a certain amount toward referral bonuses, and payouts will be based on the new hire's start date. GDPS reserves the right to discontinue the referral bonus program at any time or when the budget has been paid out. The Human Capital team will contact every GDPS employee submitting a teacher or school leader referral upon 1) initial receipt of referral and 2) the candidate's outcome from the GDPS hiring process.