

# Find Caregivers When and Where You Need Them!

[www.RewardingWork.org](http://www.RewardingWork.org)



## Qualified caregivers available!

Individuals and families throughout Massachusetts use Rewarding Work's online directory and job board to find and hire caregivers. Rewarding Work job candidates are available to support children and adults with disabilities—at home or in the community. Respite care is also available.

## RewardingWork.org subscriptions are free with DDS eligibility

Individuals and families served by DDS get a free subscription when they register with the DDS access code: **ddsconnect**

## Try our FREE Job Board

The job board makes it easier and faster to connect with qualified workers. Write a short description of your hiring needs, and post it free of charge. Responses from interested applicants go directly to your email.

## Get started today!

It only takes a few minutes to register and subscribe. Please see our tips on the reverse side to get started.



## How it works:

- Search for workers or post ad on job board
- Subscribers post ads for free
- Responses go directly to your email
- Thousands of qualified candidates
- RewardingWork.org subscriptions are free with DDS eligibility
- Paid subscriptions to RewardingWork.org are also available (1 month at \$10; 3 months at \$25—call for additional rates.)

## Contact us!

Email: [Info@RewardingWork.org](mailto:Info@RewardingWork.org)

Tel: 866-212-9675

**Rewarding Work**  
CONNECTING TO CARE

 An Affiliate of  
Toward Independent Living and Learning, Inc.

*RewardingWork.org is sponsored by the Commonwealth of Massachusetts, Department of Developmental Services (DDS)*

# Tips for Individuals and Families

## How to use [www.RewardingWork.org](http://www.RewardingWork.org)

### Register & Subscribe:



1. Click on the link that says: "Register and hire someone today."
2. This brings you to a short **Registration Form**.
3. In the box labeled **Access Code**, enter the DDS access code: [ddsconnect](https://www.ddsconnect.org)
4. Click submit to start your free 12-month subscription to Rewarding Work.
5. You will receive a confirmation email with your username and temporary password, as well as instructions for logging into your account. You can begin searching for workers immediately!

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### Search for Workers:



1. Click the link that says "Search our applicants."
2. Enter your zip code, and choose how many miles from your zip code to search. Click "Search Now." At the bottom of the page you will see a list of candidates who live near you, with the most recent applicants at the top of the list. Click "View" to open a job candidate's application.
3. To narrow your search results, answer additional questions on the search page, such as when applicant is available to work, whether applicant has a valid driver's license, or whether applicant has posted a resume.
4. Use the "Advanced Search" feature for more specific search results.
5. To change how your search results are displayed select "Sort Results by Changing Columns."
6. Select which workers to contact!

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### Post a Job:



1. You must be logged into your account to post a job.
2. Click on the tab that says "Job Board." Next, click on the link that says "Consumers, click here to post a job description."
3. Click on "Job Posting Form" and complete the online form.
4. Your job is posted immediately and runs for 30 days. Job applicants contact you through the posting; however, they cannot access or see your personal information, which remains confidential. You may contact the applicant of your choice.

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Questions? Contact us if you need assistance!

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