**Central Aroostook Association**

**Refer a Friend Program**

**Updated February 2021**

**Do you know someone who would like a new job, earn extra money or just starting in the workforce? Would you like to earn a little extra money yourself??**

**Then refer a friend to apply for job opportunities at Central Aroostook Association!!**

**How it works!!**

**Refer a friend who would like to apply for a job opening at Central Aroostook. If that friend is hired within 3 months of your referral, then you receive a $100.00!**

**Then, if the friend stays for 6 months on the job, you receive $100.00!**

**Wait there is more!! If that friend stays a year, then you receive $200.00!**

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| **Staff Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_****Referred Friends Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date Referral Received\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date Referral Expires\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Hired within 90 days \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Hire\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Employed 180 days\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Employed one year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Rules:**

**Referral form must be filled out and signed by Chief Operating Officer prior to application being submitted.**

**Date of hire must be within 90 days of referral date.**

**Referring staff must request award each time the milestone is met.**

**A possible applicant cannot be referred by more than one staff member. The first recruitment submission will be the only one accepted.**

**If recruiting staff member leaves employment, the referring staff are no longer eligible for the milestone awards.**