

Referral onboarding process



Job Application

Submit a job application on our website, <https://www.familyreliefresources.com/careers>. In the application, note which client you are being referred to work with.



Interview

Our Recruiting Manager Yesenia will reach out to schedule a short virtual interview and send you an offer letter to e-sign.



Onboarding

After the interview, one of our HR staff will take over to walk you through the onboarding process, see the next page for more details!



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Onboarding started

Once your onboarding is started, you will get an email from BambooHR so you can login and sign your paperwork online. Our HR team member will also start a group text with you and your Support Manager to stay in touch throughout onboarding.



In person meeting

The HR team member will use the group chat to schedule an in-person meeting with you, where they will finalize paperwork, start your background check, show you how to access trainings, and more.



Training

The last basic steps include finishing your 6 hours of pre-start training and meeting with your Support Manager for a client-specific training. All training is 100% online and paid.

