



**AUTAUGA COUNTY BOARD OF EDUCATION
OFFICE OF THE SUPERINTENDENT**

Excellence in Education

**TIMOTHY TIDMORE
SUPERINTENDENT**

Dear Substitute Employee,

Autauga County Schools is pleased to announce that Kelly Education has been selected to coordinate and manage all aspects of their substitute program. First and foremost, please be assured that you are valued contributors to our district.

A Kelly representative will contact you soon with information to transfer your employment and to answer any questions you may have and go over the hiring process. They will first reach out by email, so please check your “junk” or “spam” folders or add EDSEFulfillment@kellyservices.com to your contact list so you do not miss the notification.

If you do not have an email address, or they do not hear back from you, you will receive a phone call from a Kelly representative. This phone call will come from 800-528-0049. If you would like to contact a Kelly representative, you may use this number and select Option 1. Please let the Kelly representative know that you are a transitional substitute for Autauga County, Alabama. Although much of the hiring process can now be done online, Kelly will be holding in-person hiring events that will include the application process, I9 completion (a federal requirement) and orientation. These events will be a “one-stop” for your hiring process, and you should be able to complete the entire process at one of these visits. The dates for these events are 9/13, 9/14, 9/15, 9/21 & 9/22. All meetings are 3:30pm-5:30pm and you must be there at 3:30pm at the meeting start time. Please call to reserve a spot and you will be given the school district location at that time.

We hope that you enjoy the many perks and opportunities with Kelly Education. Thank you for your hard work, your commitment to our students and staff and your continued cooperation. We are excited about our partnership with Kelly Education and look forward to working with both them and you!

Best Regards,

Julie Harrington
Autauga County Schools

cc: Kelly Education



Substitute FAQ's

What is Kelly Education?

Founded in 1997, Kelly Education is a specialty service of Kelly®—a global leader in discovering what's next in the world of work—and is the largest employer of pre-K – 12 substitute teachers nationwide. Kelly Education has partnered with more than 8,655 public and private schools in 41 states. Kelly Education is a division of Kelly Services, Inc., which specializes in the recruitment, placement, and management of substitute employee programs.

Do I have to be employed by Kelly Education to work in the district?

Yes, Kelly Education will now be the employer for all substitutes (excluding bus drivers) within the district.

Will my pay change?

No, pay rates will not change. Kelly Education mirrors the pay rates currently used by the district.

When will this program be in place?

The service start date will be **10/04/2021**. As of this date, all substitutes (excluding bus drivers) will need to be employed by Kelly Education in order to work in the district.

If I choose not to work for Kelly Education now, may I apply later?

Yes, you are welcome to apply at any time. However, please note that if you do not transition your employment during this initial period, you will not be eligible for an expedited hiring process and may need to complete additional hiring items. You will not be able to be placed on district substitute assignments until your hiring process is complete.

What perks does Kelly Education offer?

As a Kelly employee, you will be eligible for the following perks:

- Weekly electronic payroll options
- Employee Discounts at local/national retailers as part of Kelly's Employee Discount Program
- Flexible scheduling to accommodate your lifestyle.
- Ability to select the locations and assignments where you want to work.
- 24/7 easy access to assignments using the phone or internet.
- Employee recognition programs
- Paid hiring orientation

Can I work for multiple districts that Kelly Education services?

Yes, you can request to work in any of the districts we service if you meet the requirements for that district.

Does Kelly charge an employment fee?

No, Kelly does not charge any type of employment fee.

Who will be my employer and how can I reach them?

Kelly Education will now be your employer and your Talent Care Representative can be reach at **800-528-0049 Option 1** or **EDSEFulfillmentSupport@kellyservices.com**. Office hours are 5:30am to 7:00pm (EST) Monday-Thursday and 5:30am-6:00pm (EST) on Fridays.