

The Subsidized Employment Program (SEP) offers employers in the Stark County area an opportunity to hire employees at reduced cost, through subsidized wages.



How it works?

SEP is state-subsidized and is designed to help defray the costs associated with hiring and training new employees.

Employers who participate in the program will receive a monthly subsidy of \$1000 for each SEP participant hired as a full-time employee (30 or more hours per work) and \$600 for each part-time employee (a minimum of 20 hours per week, but less than 30 hours per week).

Subsidies are limited to six months per employee. There is no limit to the number of SEP participants an employer hires.

Stark County Job & Family Services

Division of Human Services

221 3rd St. SE, Canton, OH 44702
Cash, food, & medical assistance applications
Customer service: 1-844-640-OHIO (6446)
Child Care: 330-452-4661

Division of Children Services

402 2nd St. SE, Canton, OH 44702
Report child abuse and neglect: 330-455-KIDS
Foster care and adoption: 330-451-8789

Division of Child Support

221 3rd St. SE, Canton, OH 44702
Customer service: 330-451-8930
Payment information: JFS.ohio.gov/ocs

Executive Offices

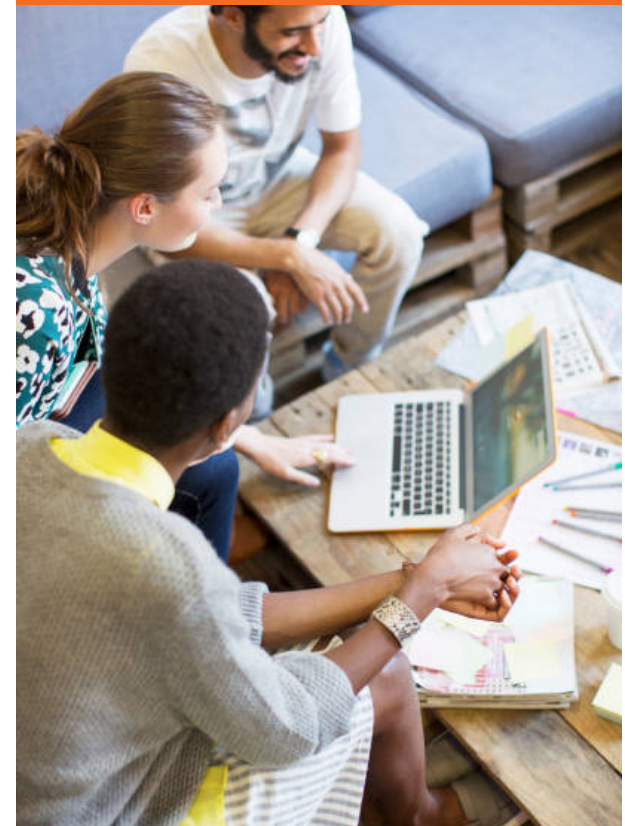
221 3rd St. SE, Canton, OH 44702
Customer service: 330-452-4661

Visit our website at
StarkCountyJFS.gov



Subsidized Employment Program (SEP)

Division of Human Services



Stark County Job & Family Services
221 3rd St. SE, Canton, OH 44702
Phone: 330-452-4661
StarkCountyJFS.gov

SEP participant profile

SEP participants are Stark County residents with incomes at or below 200% of the poverty level. They also have one or more minor children in the home or are a non-custodial parent ordered to pay child support.

SEP participants may have had difficulty finding employment in the past, may be entering the job market after an absence, or may be in need of updating their job skills. The SEP program provides the opportunity for these participants to obtain employment and gain valuable work experience, while earning a paycheck to help meet their basic needs.



Employer guidelines

- Employers who utilize SEP participants will sign a written contract with Stark Job & Family.
- Services Positions filled by SEP participants must be for permanent full or part-time employment.
- Employers must hire with the intent of keeping the SEP participant as a permanent employee following the subsidy's six-month time limit.
- Employers are required to a.) Provide proof of an established payroll service so that documentation is available to show taxes have been deducted and b.) Complete a very simple one page employee evaluation report for each SEP employee twice a month in order to receive that month's subsidy payment.
- SEP participants must work a minimum of two weeks each month and be claimed as regular employees.
- SEP participants must be paid at the same rate as other employees doing similar work and receive the same employment benefits and opportunities for advancement as other employees.
- Employers who consistently fail to retain SEP participants following the six month time limit will be denied continued SEP participation.

Employer benefits through SEP

- SEP helps businesses build a strong workforce and helps reduce the cost of hiring and training new employees.
- SEP saves the employer money.
- SEP staff take an active role with employers for the duration of the employee's subsidies.
- Two Eligibility Specialists from Stark County Job & Family Services are available to work with employers to find the job candidates best suited for available positions.

Barriers to SEP Placement

SEP participants will not be placed at sites where:

- There is a labor dispute;
- Placement would result in the displacement of a regular employee;
- The SEP participant is not offered the same access to benefits as other employees;
- The employer does not provide paystubs showing hours worked and tax deductions taken.

"We love SEP! As a not-for-profit, the monthly subsidy we receive for SEP workers definitely helps us meet expenses. We appreciate that our SEP workers' salaries are being subsidized while they are in training. In the six months they are SEP participants, they experience our mission firsthand, they learn about our program, and they become ingrained in our culture. At the end of six months, our SEP workers have become truly valuable members of our workforce because of their SEP experience!"

~Nora Logsdon, Dietitian/Program Manager at Meals on Wheels of Stark & Wayne Counties

For more information about SEP, call 330-451-8469 or 330-451-8454

