

Using ELC IRMO's substitute pool to keep classrooms staffed and stable.

Powered by  tandem





**ELC IRMO's substitute pool provides
Martin County providers with a pool of
teachers to book on-demand.**



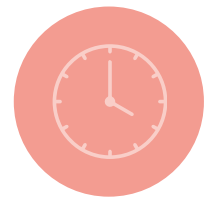
Providers request teachers for **planned and last-minute needs**, then continue booking when it's a good fit.

When to use Tandem:



Call-offs

Post same-day shifts when call-offs occur.



PTO/planned leave

Schedule ongoing coverage ahead of time.



Consistent coverage

Keep classrooms operating until you find long-term help.

Your next go-to teacher!



Hi, I'm Caroline!

[Download compliance documents](#)

- ✓ **Education:** Bachelors in Early Childhood Education
- ✓ **Availability:** Off for the summer, open Monday to Fridays
- ✓ **Trainings:** First Aid, CPR
- ✓ **Experience:** 10 years, 5-star rating on Tandem

Review Me

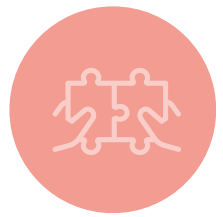
Rebook Me

Signing up is free and requesting teachers is **simple.**



Scheduling

Post shifts and manage bookings in one place.



Matching

Get connected with educators who fit your classroom needs.



Rebooking

Quickly bring back educators you've worked with before.



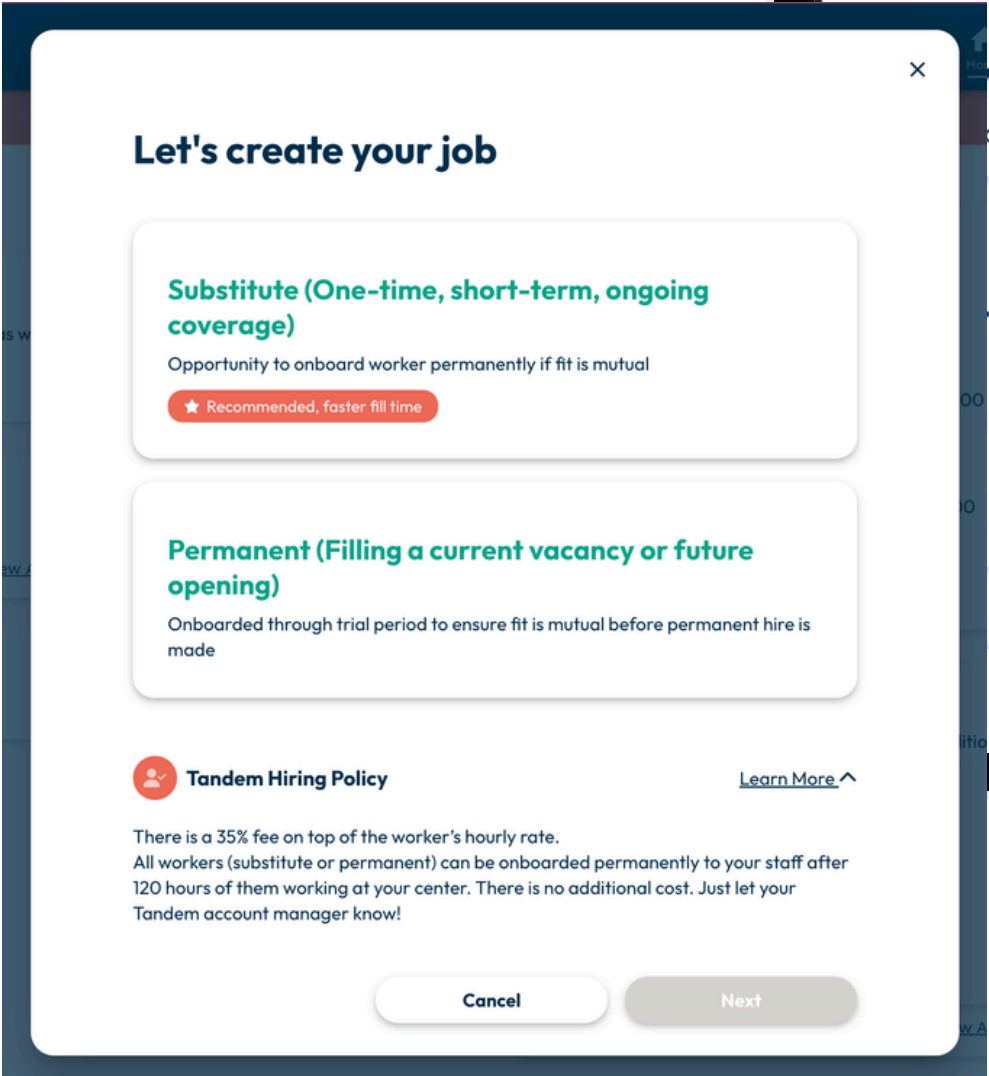
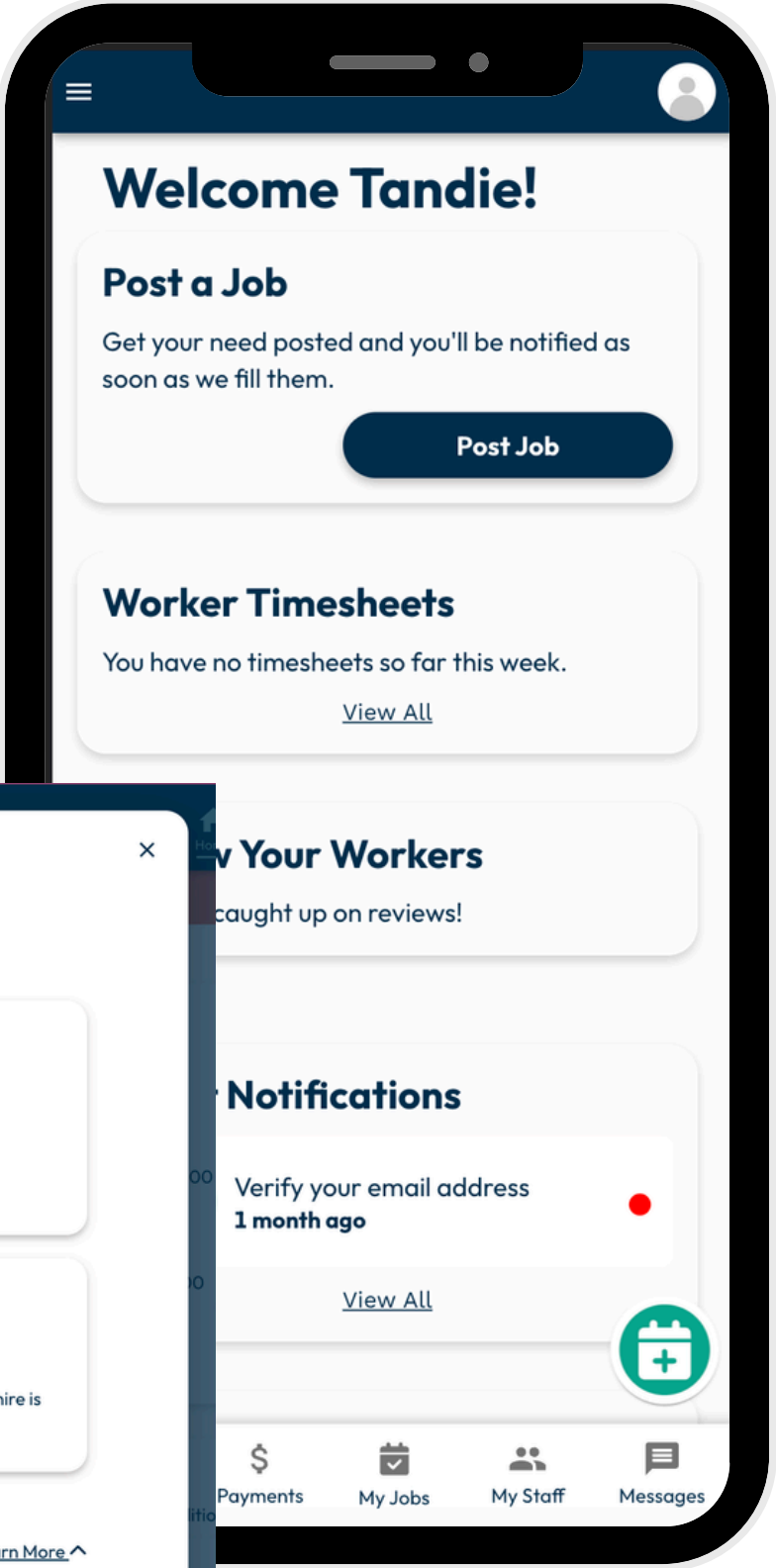
Reviews

Share feedback to improve future matches.

77% of posted shifts filled

Requesting teachers:

- Add the desired schedule
- Outline the requirements
- Set the pay rate



Managing your schedule:

- View booked teachers
- Adjust shift times
- Remove teachers or cancel shifts
- Download documents

The screenshot displays the Tandem Jobs management interface. At the top, there are tabs for 'Calendar', 'Active Jobs', and 'Drafts'. The current view is 'Calendar' for 'Kiddie Kamp'. A date selector shows '07/01/2024' with navigation arrows. Below the calendar, there are columns for days 1 through 5. Each column shows '2 unfilled shifts' and a card for 'Patrice Hawkins'. The card includes options like 'Cancel this shift', 'Remove Patrice', and 'Post Shift'. A dropdown menu is open for 'Patrice Hawkins', showing options: 'Download documents', 'Job details', 'Edit times', and 'Cancel this shift'. The job details on the right show 'Schedule: 8:00 AM - 5:00 PM', 'Rate: \$16/hr', and 'Job Title: Demo Job'. A copyright notice '© 2024 Tandem, Inc.' is visible at the bottom right.

Reviewing & rebooking:

- Review teachers to help improve the pool
- Designate teachers who you want back
- Book teachers with pre-approved schedules

8

Mon, Jul 8

Patrice Hawkins
⋮

Remove Patrice

Cancel this shift

Schedule:
8:00 AM - 5:00 PM

Rate:
\$15/hr

Job Title:
Demo Job

Home
Payments
My Jobs
My Staff
Messages 3
Liddy

Patrice Hawkins

Report Patrice

Notable Credentials
CDA, OCCRRRA training, 20 years experience

Active 3 days ago

Columbus, Ohio
Less than a mile away

Add as a Preferred Worker

Currently a Preferred Worker at 0 locations

Block this Worker

Currently blocked at 0 locations

Summary
Experience
Credentials
Documents

Hello, I'm Patrice Hawkins, an early childhood education enthusiast with a year of hands-on experience. Armed with my high school diploma and a passion for working with young learners, I've embraced the world of early childhood education with enthusiasm. In my brief but impactful year in the field, I've discovered the joy of creating a positive learning environment where children can thrive. My journey is marked by a commitment to learning and adapting, leveraging my high school education to provide a nurturing space for the little ones. Excited about the future, I look forward to expanding my skills and making a lasting impact on the growth and development of the children I have the privilege to teach.

EDUCATION

Beechcroft High School

CREDENTIALS

- ★ CPL Level I
- ★ CPR Certified
- ★ First Aid Certified
- ★ COVID Vaccinated

- ★ CDA Certificate
- ★ OCCRRRA Trainings
Creating Meaningful Child Interactions and Engaging Families in School-age Programs (AT122126), Ohio's Overview of Child Development (AT114616), Water Safety: Preventing Injury and Illness (AT122352)

RECENT EMPLOYMENT

Lead Teacher 7/2017 - 6/2018
Playful Pals Daycare
Lead Teacher through Tandem

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We work with **single-site centers** to **large community-based programs.**

Including YMCA/YWCAs, Head Start & Early Head Start, before- and after-school programs, and many more.

eliminating racism
empowering women

ywca

columbus ohio

YWCA of Columbus has relied on Tandem for staffing support for two years, keeping classrooms open, in ratio, and focused on high-quality care and education for young children.

- Tandem substitutes have completed almost **3,500 shifts**
- YWCA's **26 sites** have stayed staffed as a result
- 25 of these sites are **before- and after-school** programs in elementary schools

Get your back-up plan in place today to **keep staffing stable.**

1

Create your free center profile

Set up for free and post jobs for call-offs, PTO, and ongoing coverage

2

Connect with compliant workers

Match with state-compliant teachers who fit your classroom requirements

3

Set the rate and we'll handle payment

We pay the worker then bill you at the end of each week.

Sign up here

www.join-tandem.com

614-972-1608



FAQ: How much does it cost?

\$15/hr

Center sets the teacher's pay rate

Goes to worker

+

\$5.25/hr

35% service fee

Goes to Tandem

=

\$20.25/hr

Total center pays

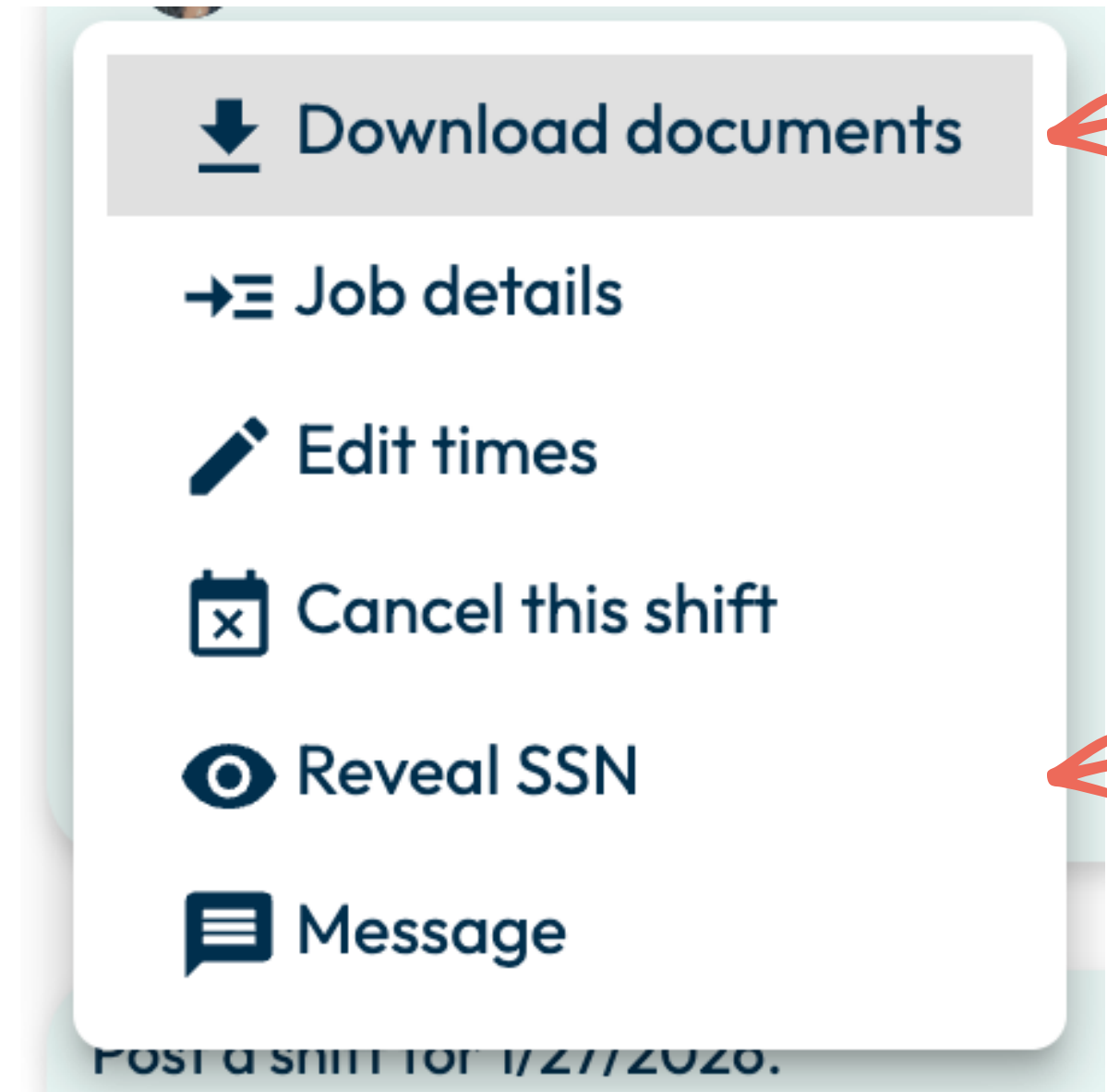


Tandem's hiring policy

All workers (substitute or permanent) can be onboarded to your payroll after 120 hours of them working at your center - no finder's/buy-out fees.

FAQ: How does compliance work?

- **Download (and print) teacher's documents ahead of their first shift**
- **Click “Reveal SSN” to securely access the information necessary for locating them in Clearinghouse**
- **Save or print their records in Clearinghouse in case DCF requests it**



FAQ: Can I request substitutes with specific credentials?

- All teachers are compliant with state requirements
- Request additional training, degrees, and/or credentials while posting jobs

What are the base requirements for the position?

All Tandem teachers have:

- Level 2 Background Check
- 45 Hours Started
- Affidavit of Good Moral Character
- Mandated Reporter Document

[Other Trainings According to DCF Timeline >](#)

What is the minimum level of education required to work this position?

High School ▼

What is the minimum level of experience required to work this position?

New to Childcare (0-1 year) ▼

Will you accept someone who is still finishing their DCF classes/exams?

Note: All Tandem workers must complete DCF training within a year to maintain compliance.

Yes No

Any other credentials required? Select all that apply.

Note: If you prefer a credential, but you're flexible, do not click it.

Languages Spoken ▼

- Safe Sleep/Shaken Baby Syndrome Training
- First Aid/CPR
- CDA
- VPK Credential
- Staff Credential
- Director Credential
- School Readiness Training
- Employment History Verification (5 years)

FAQ: Can I hire substitutes permanently?

Yes! Tandem allows you to build relationships while maintaining consistent coverage.

1. Find substitutes who fit with your program
2. Continue to request them back
3. Gauge interest in long-term hire
4. Move them to your payroll at no additional cost after they've worked 120 hours at your program

120 hours completed - Eligible for hire ✓





Thank you!

Let's chat about your staffing needs



team@join-tandem.com



614-972-1608



www.join-tandem.com