

## **Employer FAQs**

### **1. If I am an employer, how do I apply?**

Complete the Talent Up Fairfax **Interest Form** and you will be contacted by the program's Business Engagement Manager.

### **2. What are the eligibility criteria for employers to participate?**

- Talent Up Fairfax is open to any for-profit business or nonprofit organization with a physical presence in Fairfax County, excluding businesses in the City of Fairfax, City of Falls Church, and City of Alexandria.
- Have entry to mid-level jobs in fields such as, but not limited to:
  - Entry level IT
  - Professional sales and customer service
  - Administrative, program assistants, program operations
  - Accounting, bookkeeping and auditing
  - Entry level Healthcare
  - Other fields and occupations
- Ready to establish or expand work-based learning internships that pay a competitive wage.
- Ready to consider Talent Up interns for hire.

### **3. What are the documents an employer needs to submit to participate?**

- Employers will be asked to provide:
  - EIN (Employer Identification Number)
  - Fairfax County Business, Professional and Occupational License (BPOL) (for private sector employers only)
  - IRS Determination Letter and/or 990 tax return (for nonprofit employers)

### **4. If I hire an intern into my company, is it expected that I will transition that intern into a permanent hire?**

The primary goal of this program is to place an intern in a company to fill an open position. After a favorable 12-week work experience within that company, an employer may elect to offer an intern a permanent position. It is not required, however, that the employer transition the intern into a permanent hire. It is always the employer's discretion to make a job offer.

**6. Can an employer participate in Talent Up if they do not have an open job?**

Employer involvement in Talent Up Fairfax hinges on the understanding that the employer intends to transition an intern into a permanent position within the company. Priority will be given to such businesses when referring job seeker candidates for that employer.

**7. Would the intern be an employee of my company or of the *SkillSource* Group?**

The intern will be a temporary employee of the *SkillSource* Group during the internship. *SkillSource* Group will pay the intern's wages and worker's compensation. If the company hires the intern after the work experience, the intern will then become an employee of the company.

**8. If I hire the intern for a full-time position, can they be a 1099 employee?**

Once the intern is hired by a company, the intern would then become an employee of the company and would be subject to the pay and/or tax structure of that company.

**9. Can I hire more than one intern for my firm?**

Yes, an employer may establish multiple internship positions using Talent Up funds for their company.

**10. Can I refer job seekers to the program?**

Yes, employers may refer jobseekers to apply to the Talent Up Fairfax Fund.

**11. Can an employer refer jobseekers to Talent Up Fairfax to apply for a Talent Up internship with their company?**

Yes, an employer may refer jobseekers to Talent Up Fairfax. If the referred jobseeker applies for the program and meets the Talent Up eligibility criteria, the jobseeker can be placed as an intern with the referring employer.

**12. How much will an intern be paid? How long is an internship?**

Talent Up Fairfax is seeking to pay competitive wages starting at \$20 per hour or higher. The length of an internship can vary and may be up to 12 weeks at 35-40 hours weekly. Talent Up Fairfax subsidizes wages and worker's compensation at no cost to employers. The final hourly rate and length of a Talent Up Fairfax internship is determined in partnership with the employer.

**13. What are the benefits of participating in Talent Up Fairfax?**

Talent Up Fairfax will help you find qualified temp-to-perm interns for work-based learning opportunities for hard-to-fill entry to mid-level positions in your company at no cost.

**14. Where are the opportunities for an employer to learn more?**

- Visit the Talent Up website at [www.talentupfairfax.com](http://www.talentupfairfax.com)
- Contact Robert Mahon, Business Engagement Specialist at 571-279-1801 or by email [talentupfairfax@vcwnorthern.com](mailto:talentupfairfax@vcwnorthern.com)
- Complete the online **Interest Form**
- Participate in one of the monthly Employer Information Sessions