Orange County Department of Education
Business Services

FAMILY SUPPORT SERVICES

Tel. (714) 708-3860 · Fax (714) 708-2916

Mailing Address

Family Support Services P.O.
Box 9050
Costa Mesa, CA 92628-9050

SEEKING EMPLOYMENT AGREEMENT

Parent Name: _____ ☐ Primary ☐ Secondary

Orange County Department of Education (OCDE) Family Support Services (FSS) provides child care in accordance with all related California Department of Social Services, Child Care and Development Division regulations and requirements. In order to comply with Federal/State Funding Terms and Conditions, and Program Requirements, OCDE FSS has established the following polices and procedures. A parent may be eligible for child care assistance while they are seeking employment. If the basis of need is seeking employment, the parent must comply with the following agreement:

- Seeking employment includes activities directly relating to the attainment of employment such as interviews, preparation of a resume and job counseling.
- Parent may seek employment for less than 30 hours per week, no more than five (5) days per week for duration of their eligibility period.
- Parent may voluntarily self-report to their FSS representative a change in family's status to increase hours of service. Documentation is required to support change of status.
- Parent must choose specific day(s) of week and set hours to seek employment.
- Parent may have an additional need for child care such as training/school or part time work. The approval of total authorized hours of child care will take this into consideration.

INDICATE YOUR SELECTED DAYS & HOURS OF SEEKING EMPLOYMENT (*not guaranteed*)

_____

EXPLAIN HOW YOU PLAN TO SECURE, CHANGE, OR INCREASE EMPLOYMENT

_____

_____

I certify under penalty of perjury that I will make every effort to find employment using the approved authorized hours of child care provided to me for this eligibility period. By signing this agreement, I agree to the above terms and conditions of seeking employment.

Parent Signature: _____ Date: _____

Approved Authorized Hours for Seeking Employment				
Days of Care Approved: _____ Hours of Care Approved: _____				FOR OCDE FSS USE ONLY
Technician:		Effective Date:		