



Nanny Hiring Process

Welcome to our Nanny Agency! Becoming a Nanny is an incredibly rewarding and fulfilling career opportunity. We want you to know how happy we are to have you as a part of our Nanny community.

Below is our hiring process in steps. This is about a 2-8 week process depending on the candidate.

We want you to know that our nannies are always our first priority and we will always go to bat for you. We are always here for you, for however long you may need us!

Step 1: After you reach out to us about employment opportunities with our Agency, we then contact you to set up a quick phone interview. This interview is about 10-20 questions that help us learn more about who you are and what you're looking for in the Nanny spectrum. We will then email you a link to our online application.

Step 2: Here is when we set up an In-Person interview with you. At this interview we ask you to please bring a copy of your resume with you and come prepared with any questions you have for us. At this interview we discuss positions and opportunities within Pb+J Collective. We will ask detailed questions about you personally, your experiences, child care related scenario questions and what you are looking for.

Step 3: We then contact your references that you provided us. After we speak with them we will then contact you to give you our background Check Release Form, Drug Testing Agreement Form, Nanny/Agency agreement Contract, our Nanny handbook, and we will set up a time for you to become First-Aid and CPR Certified. We will also set up a time for you to have your 5-Panel Drug Screening done. We will then work with you to create a Bio that we will provide to interested Families.

Step 4: The Pb+J Collective then sets up phone interviews with you and potential family that we think will be the best match for you.

Step 5: We set up a in-person Family Interview with you, the potential Family, and us. We will give you a list of prep questions in your Nanny Handbook so that you can go into this interview with questions to ask and so that you feel as confident as possible going into it. We are happy to also set up a time with you to run through questions beforehand. During this Interview we will guide you and the Family through the interviewing process and be there to help mediate.

Step 6: After we are notified of interest from the family you interviewed with, we will set up a Family Interaction Interview. This is not Babysitting but a time for just you and the family to get to know one another better and for you and the children to become more comfortable with each other before your start date. We encourage this time to be about an hour to two hours. After All the kids opinions are the most important ones!

Step 7: Once The family has decided to offer you the position, we will set up a time to all sit down and discuss expectations and work out a contract for you both to agree to. While we won't provide a legally binding contract, the Pb+J Collective will provide a sample one that that can help you and the family build one together that you can both feel comfortable with and agree upon.

While after your start date you may feel like you are saying good-bye to us, it's really more of a see you later! We will follow up with you and the family after your first week and address any questions or concerns either of you may have. We will then continue to check in with you every few months to make sure you are happy. Keep an eye on our events calendar as we will be offering trainings and workshops that you are welcome to take at no cost to you. These help you further your child care skills and to meet other Nannies in our community. We want you to feel fully supported in this experience!

We are so happy that you have chosen us to help place you with a family and we are so thankful that we get to continue to provide these loving, lasting relationships with great role models and children!