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- 1. Mission
- 2. Education
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CARE CAN'T WAIT



1. Mission

- Support employers of nannies, house cleaners, and home attendants
- Organize to demand dignity for domestic workers and to win public investment in care for families, people with disabilities and older adults

2. Education

- Based on more than 12 years of collaboration with nannies and employers
- Employers learn practical ways to apply values of social justice and stand out to nannies seeking work by creating an attractive workplace

3. Membership

- Connect with caregivers and parents
- Monthly or one-time donation supports our programs
- Join membership meetings
- Leadership and organizing trainings
- Book clubs, volunteer committees
- Flex your talents for a good cause



4. Organizing

1938 Fair Labor Standards Act

- The FLSA guaranteed basic rights to nearly all workers, including:
 - 40-hour work week
 - Overtime
 - Minimum wage
- To gain support from southern legislators and pass congress
- **Excluded domestic workers and farm workers**
- No coincidence that domestic workers and agricultural workers were predominantly Black people in the south
-

1964 Civil Rights Act

- Ended workplace discrimination in many cases
- Only applied to workplaces with more than 15 employees
- **Thus, excluded domestic workers**

2010's Domestic Workers Bill of Rights

- Passed over a decade ago in New York
- As of 2023, 10 states and 3 cities have passed bills of rights

2020 National Domestic Workers Bill of Rights Introduced

- Important piece of legislation to protect over two million domestic workers ending long history of oppression in the United States
- This legislation has not passed yet – domestic workers and employers are still advocating for it.
- Still working for basic rights for domestic workers today



**Seeking a Caring and Reliable Nanny for Our Family**

Are you a caring and experienced nanny looking for a wonderful family to join? Look no further! Our family is seeking a nurturing and trustworthy nanny to provide exceptional care for our children.

About Us:

We are a loving and busy family with two adorable children, aged 3 and 5 located in the Eastmoor neighborhood of Columbus. Both of us work full-time, and we strive to provide a nurturing, stimulating environment for our kids grounded in empathetic, open-minded values.

Job Responsibilities:

- Providing care for our children in a safe and supportive manner.
- Engaging the children in age-appropriate activities that promote learning, creativity, and social development.
- Taking the children on outings like going to the park, library and playdates.
- Preparing nutritious meals and snacks for the kids.
- Assisting with light housekeeping tasks related to the children, such as tidying up their play areas and doing their laundry.

Requirements and details:

- Prior experience as a nanny or in a similar role with excellent references.
- Driver's license and willingness to drive around the city with the children.
- Ability to create a stimulating and engaging environment for our children.
- Be willing to update parents a few times a day with photos photos.
- First aid and CPR certification preferred but not required.

Compensation and benefits:

- We will provide a written work agreement
- Pay is \$30-35/hr
- If you use your own car, we will do a mileage reimbursement to cover gas and wear on the car. If you use our car, we will provide money for gas.
- We offer paid time off for 9 federal holidays per year, 2-weeks paid vacation, 5 paid sick days, and 1 month family/medical leave if needed.
- Paid professional development opportunities such as [insert example here]

Schedule:

This is a 40 hour/week position. M-F 8:30am -4:30pm. Anticipated start date: [insert here]
We'd like someone to start on August 1st but we have some flexibility.

If you are passionate about providing exceptional care, fostering growth, and becoming an important part of our children's lives, we would love to hear from you!

Please email or text to express your interest. We look forward to meeting you and discussing this wonderful opportunity further.

[Your contact information]



3 *Sample Nanny Share Agreement*



[Direct Download Link](#)

A Guide to

DEVELOPING A WORK AGREEMENT WITH A SHARED CHILDCARE PROVIDER

INTRODUCTION

Are you planning to hire someone to provide childcare services in your home jointly with another family in a “nanny share” or shared-care arrangement? Do you already jointly employ someone to provide childcare services in a nanny share and want to improve your employment arrangements?

If so, this guide will help you:

- focus your initial discussions with the other employing family and the person you’re hiring or organize conversations with the childcare provider working for you now;
- strengthen clear and respectful communication between you, the other employing family, and your employee; and
- develop a clear work agreement that specifies the relevant terms of employment as well as records other important information.

In this guide, the term childcare provider will be used to describe people who are paid to care for children in your home. You may use another name for such a person. The most frequently used job titles for this work in the United States are childcare provider, nanny, caregiver, babysitter, or au pair.

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Hiring Process Checklist



List needs vs nice to have in job ad



Find a nanny via word of mouth, social media, parent list-servs, online job sites



Takes about 6-8 weeks to write ad, conduct search, negotiate offer



Pre-screen candidates before interviews



Be prepared with questions; have the ad and job description printed 2x



In interview get to know each other, why they do this work, ask scenario Q's



Avoid discrimination on the basis of identity (gender, race, religion, etc)



Separate your requirement (ie, speak a language with your child) from identity



Introduce your family, share your values and parenting philosophies



Schedule paid trial with candidate to see how they interact with child



Ask for 2-3 references and call to interview them

5

Discrimination Information



[Direct Download Link](#)



Workplace Discrimination is Illegal Know Your Rights:

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.

Who is Protected?

- Employees (current and former), including managers and temporary employees
- Job applicants
- Union members and applicants for membership in a union

What Types of Employment Discrimination are Illegal?

Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the bases of:

- Race
- Retaliation for filing a charge, reasonably
- Religion opposing discrimination, or participating in a discrimination lawsuit,
- Sex (including pregnancy, investigation, or proceeding childbirth, and related interference, coercion, or medical conditions, threats related to exercising sexual orientation, or rights regarding disability gender identity) discrimination or pregnancy
- Age (40 and older) accommodation
- Disability
- Genetic information (including employer requests for, or purchase, use, or disclosure of genetic tests, genetic services, or family medical history)

What Organizations are Covered?

- Most private employers
- State and local governments (as employers)
- Educational institutions (as employers)
- Unions
- Staffing agencies

What Employment Practices can be Challenged as Discriminatory?

All aspects of employment, including:

- Discharge, firing, or lay-off
- Obtaining or disclosing genetic information
- Harassment (including unwelcome verbal or physical conduct) of employees
- Requesting or disclosing medical information
- Hiring or promotion
- Assignment of employees
- Pay (unequal wages or compensation) reasonably discourage someone from opposing discrimination, filing a charge, or participating in an accommodation for a disability; pregnancy, investigation or proceeding childbirth, or related medical condition; or a sincerely-held religious belief, observance intimidates, threatens, or practice interferes with someone exercising their rights,
- Benefits or someone assisting or
- Job training encouraging someone else
- Classification to exercise rights, regarding
- Referral disability discrimination (including accommodation) or pregnancy accommodation

What can You Do if You Believe Discrimination has Occurred?

Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/work). You can reach the EEOC in any of the following ways:

Submit an inquiry through the EEOC's public portal: **Visit** an EEOC field office (information at <https://publicportal.eeoc.gov/Portal/Login.aspx> www.eeoc.gov/field-office)

Call 1-800-669-4000 (toll free) **E-Mail** info@eeoc.gov

1-800-669-6820 (TTY)

1-844-234-5122 (ASL video phone) Additional information about the EEOC, including information about filing a charge of discrimination, is available at www.eeoc.gov.



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1 Updated Legislation



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Domestic Workers Bill of Rights

A Domestic Workers Bill of Rights is a piece of legislation that outlines the basic labor rights and protections that domestic workers are entitled to.

▲ National Domestic Workers Alliance



Domestic Workers Bill of Rights | Virtual Road Trip Across America

A virtual tour of all the places we have won a domestic workers bills of rights in the United States.

▲ National Domestic Workers Alliance



[Direct Download Link](#)

A Guide to

DEVELOPING A WORK AGREEMENT WITH A CHILDCARE PROVIDER

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If so, this guide will help you:

focus your initial discussions with the person you're hiring or organize conversations with the childcare provider working for you now;
strengthen clear and respectful communication between you and your employee; and
develop a clear work agreement that specifies the relevant terms of employment as well as records other important information.



[Direct Download Link](#)

Un guía para
**DESARROLLAR UN ACUERDO LABORAL CON
UNA PERSONA PROVEEDORA DE
SERVICIOS DE CUIDADO INFANTIL**

PRESENTACIÓN

¿Usted tiene planeado contratar a alguien para proveer Servicios de Cuidado Infantil en su casa? ¿Ud. ya contrató a alguien para proveer Servicios de Cuidado Infantil y quiere mejorar los términos del contrato?

Si es el caso, esta guía le ayudará:

- *Establecer conversaciones previas con la persona a contratar u organizar las conversaciones que se mantendrán en adelante con la persona ya contratada.*
- *Mantener una comunicación clara y respetuosa entre usted y la persona contratada.*
- *Desarrollar un acuerdo laboral claro que contenga los términos de contratación pertinentes, junto con documentación e información importante para ambas partes.*

En esta guía el término Persona Proveedora de Servicios de Cuidado Infantil (en inglés, Childcare Provider) se usará para describir a toda persona que recibe un sueldo, o pago monetario, por cuidar infantes dentro del hogar de las personas que requieran dicho servicio. Tal vez usted utilice algún otro término para referirse a esta profesión. En los Estados Unidos de Norte América los nombres más frecuentes para este tipo de trabajo son: Persona Proveedora de Cuidados Infantiles, Nana o Baba, Cuidadora o Cuidador, Niñera o Aupair (en inglés, Childcare Provider, Nanny, Caregiver, Babysitter o Aupair).

4 MIT Cost of Living Calculator



HAND IN HAND
THE DOMESTIC
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WHAT IS THE LIVING WAGE CALCULATOR?

Today, families and individuals working in low-wage jobs make too little income to meet minimum standards of living in their community. We developed the Living Wage Calculator to help individuals, communities, employers, and others estimate the local wage rate that a full-time worker requires to cover the costs of their family's basic needs where they live. Explore the **living wage** in your county, metro area, or state for 12 different family types below.

Select a Location

Search for a state, city, or metro area

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1 Nanny Checklist



CPR & First Aid Training



Tuberculosis Test



TDAP + Other Vaccines

2 Employer Checklist



Have an Emergency Plan



Have First Aid Supplies



Prepare Home by Removing Hazards

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*CDC
Vaccine
Guidelines*



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3 Important Reasons For Adults to Get Vaccinated

You may not realize you need vaccines throughout your adult life. Vaccines are important to your health and here are three reasons why.



1. You may be at risk for serious diseases that are still common in the U.S.

Each year thousands of adults in the United States get sick from diseases that could be prevented by vaccines – some people are hospitalized, and some even die.

Even if you got all your vaccines as a child, the protection from some vaccines can wear off over time. You may also be at risk for other diseases due to your age, job, lifestyle, travel, or health conditions.

2. You can't afford to risk getting sick.

Even healthy people can get sick enough to miss work or school. If you're sick, you may not be able to take care of your family or other responsibilities.

3. You can protect your health and the health of those around you by getting the recommended vaccines.

Vaccines lower your chance of getting sick. Vaccines work with your body's natural defenses to lower the chances of getting certain diseases as well as suffering complications from these diseases.

Vaccines lower your chance of spreading certain diseases. There are many things you want to pass on to your loved ones; a vaccine preventable disease is not one of them. Infants, older adults, and people with weakened immune systems (like those undergoing cancer treatment) are especially vulnerable to vaccine preventable diseases.

Vaccines are one of the safest ways to protect your health. Vaccine side effects are usually mild and go away on their own. Severe side effects are very rare.

What vaccines do you need?

All adults should get:

- Flu vaccine every year to protect against seasonal flu
- Td/Tdap to protect against tetanus, diphtheria, and pertussis (whooping cough)

Based on your age, health conditions, vaccines you received as a child, and other factors, you may need additional vaccines such as:

- Chickenpox
- Hepatitis A
- Hepatitis B
- Human Papillomavirus (HPV)
- MMR
- Meningococcal
- Pneumococcal
- Shingles

Getting Vaccinated

Adults can get vaccines at doctors' offices, pharmacies, workplaces, community health clinics, health departments, and other locations. To find a vaccine provider near you, go to <http://vaccine.healthmap.org>.

Most health insurance plans cover the cost of recommended vaccines. Check with your insurance provider for details and for a list of vaccine providers. If you do not have health insurance, visit www.healthcare.gov to learn more about health coverage options.

DON'T WAIT. VACCINATE!



U.S. Department of Health and Human Services
Centers for Disease Control and Prevention

3 Important Reasons For Adults to Get Vaccinated



Disease and the vaccine that help prevent them	
Influenza “Flu” Seasonal flu vaccine	Fever or feeling feverish/chills, cough, headache, runny or stuffy nose, sore throat, muscle or body aches, and fatigue (very tired), and some people may have vomiting and diarrhea, though this is more common in children than adults. Disease Complications: Pneumonia (infection in the lungs), worsening of chronic health conditions, hospitalization, possibly resulting in disability, or even death
Hepatitis A Hep A vaccine	Fever, tiredness, stomach pain, loss of appetite, vomiting, jaundice (yellowing of skin and eyes), and dark urine; however, there may be no symptoms. Disease Complications: Liver failure; arthralgia (joint pain); and kidney, pancreatic, and blood disorders
Hepatitis B Hep B vaccine	Flu-like illness with loss of appetite, fever, tiredness, weakness, nausea, vomiting, jaundice, and joint pain; however, there may be no symptoms. Disease Complications: Chronic liver infection, liver failure, and liver cancer
Human Papillomavirus (HPV) HPV vaccine	Frequently, there are no symptoms for years until cancer appears. Disease Complications: Cervical, vaginal, and vulvar cancers in women; penile cancer in men; and genital warts and anal and oropharyngeal cancers in both women and men.
Measles MMR vaccine	Fever, runny nose, cough and a rash all over the body. Disease Complications: Ear infection, pneumonia, swelling in the brain due to infection, or even death
Meningococcal Disease Meningococcal vaccines	Nausea, vomiting, stiff neck, fever, headache, increased sensitivity to light, confusion, tiredness, and rash. Disease Complications: Brain damage, loss of arms or legs, loss of hearing, seizures, strokes, or even death
Pneumococcal Disease Pneumococcal vaccines	Fever, chills, difficulty breathing, chest pain, stiff neck, earache, increased sensitivity to light, and cough. Disease Complications: Infections of the lung, middle ear, or sinuses, heart problems, brain damage, loss of hearing, loss of arms or legs, or even death
Shingles Zoster vaccine	Painful rash on one side of the face or body, which blisters and then typically scabs, headache, fever, chills, and upset stomach. Disease Complications: Severe pain that can last for months or years after the rash goes away, pneumonia, loss of eyesight and hearing, or even death
Tetanus Td/Tdap vaccines	Serious, painful spasms and stiffness of all muscles, lockjaw (difficulty opening mouth), difficulty swallowing or breathing, muscle spasms, and fever. Disease Complications: Broken bones, breathing difficulty, or even death
Whooping Cough (Pertussis) Tdap vaccines	Prolonged cold symptoms (cough and runny nose) leading to violent coughing or choking making it hard to breathe, drink, or eat. Disease Complications: Rib fractures, pneumonia, or even death

For a full list of all diseases that can be prevented by vaccines, visit: www.cdc.gov/vaccines/vpd-vac

Traveling overseas? There may be additional vaccines you need. Find out at: www.cdc.gov/travel

Talk with your healthcare professional to make sure you are up to date with the vaccines recommended for you.

For more information on vaccines, visit www.cdc.gov/vaccines/adults or use the Adult-Vaccine Assessment Tool at www2.cdc.gov/nip/adultimmsched/ to find out which vaccines you may need.

DON'T WAIT. VACCINATE!



U.S. Department of Health and Human Services
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1 Hiring Process Checklist

List needs vs nice to haves in job ad

Find a nanny via word of mouth, social media, parent list-servs, online job sites

Takes about 6-8 weeks to write ad, conduct search, negotiate offer

Pre-screen candidates before interviews

Be prepared with questions; have the ad and job description printed 2x

In interview get to know each other, why they do this work, ask scenario Q's

Avoid discrimination on the basis of identity (gender, race, religion, etc)

Separate your requirement (ie, speak a language with yor child) from identity

Introduce your family, share your values and parenting philosophies

Schedule paid trial with candidate to see how they interact with child

Ask for 2-3 references and call to interview them

Clear Expectations

Once hired, invite ongoing feedback and outline evaluation schedule

Written work agreement includes pay schedule, benefits, emergency plans

Update work agreement often!

Have annual evaluations, regular check-ins and make time to catch up

Confidentiality is not a given: request your personal info not be shared

Decide on social media policy

Nannycams are discouraged; if you have any surveillance let nanny know.

Include decisions on these topics in the work agreement

Fair Pay



Pay a living wage: look it up for your city on MIT Cost of Living calculator



Wages should be no less than \$25/hour; rate depends on where you live



Pay for overtime at rate of 1.5x regular pay; over 40 hours/week or eight hours/day



Pay reliably and on time

Paid Time Off



Offer 5 paid sick days for F/T nanny
Offer 1hr per 40 hrs worked for P/T



Offer 2 weeks paid vacation F/T nanny
Offer 1hr per 20 hrs worked for P/T



Offer 9 paid holidays of nanny's choosing; pay overtime rate if they work



Offer paid rest and lunch breaks when possible

2 Quiz

Test your nanny hiring knowledge and consolidate what you learned by taking this fun quiz!



Choose the 2 correct answers.

1. How does Hand in Hand determine our recommendations?

[A] Look to the Department of Labor for guidance

[B] Partner with worker organizations like the National Domestic Workers Alliance

[C] Rely on feedback from parenting groups

[D] Ask nanny placement agencies

[E] Learn from nanny employers what works for them

1. How does Hand in Hand determine our recommendations?

~~[A] Look to the Department of Labor for guidance~~

[B] Partner with worker organizations like the National Domestic Workers Alliance

~~[C] Rely on feedback from parenting groups~~

~~[D] Ask nanny placement agencies~~

[E] Learn from nanny employers what works for them



Choose the correct answer


2. How do you determine a fair wage for a nanny?

[A] Look up your state or city Minimum Wage

[B] Ask friends and family what they pay

[C] See what the lowest number is that they would agree to

[D] Look up the cost of living where you live and pay at least that much



2. How do you determine a fair wage for a nanny?

~~[A] Look up your state or city Minimum Wage~~

~~[B] Ask friends and family what they pay~~

~~[C] See what the lowest number is that they would agree to~~

[D] Look up the cost of living where you live and pay at least that much

Choose the correct answer.

3. A part time nanny earns one hour of Paid Time Off every:

- [A] 1 workday
- [B] 20 hours worked
- [C] 40 hours worked
- [D] months of employment

3. A part time nanny earns one hour of Paid Time Off every:

~~[A] 1 workday~~

~~[B] 20 hours worked~~

[C] 40 hours worked

~~[D] months of employment~~



Choose the correct answer.

4. What is the minimum amount of Paid Time Off you should offer a full-time nanny each year?

[A] 24 days

[B] 14 days

[C] 7 days

[D] 35 days

4. What is the minimum amount of Paid Time Off you should offer a full-time nanny each year?

[A] 24 days

~~[B] 14 days~~

~~[C] 7 days~~

~~[D] 35 days~~


*PTO includes sick days (5)
paid Holidays (9) and two
weeks paid vacation (10)
 $5+9+10=24$ days*





5. TRUE or FALSE

It is illegal to hire a nanny without a Work Agreement.



5. ~~TRUE~~ or FALSE

It is illegal to hire a nanny without a Work Agreement.

Although it is not a legal requirement to have a written work agreement, it is highly recommended.

Select all the following that are correct.

6. Which of the following are questions you can ask during an interview?

[A] Would you speak Spanish with my child?

[B] What religion are you?

[C] Are you gay?

[D] Are you pregnant?

[E] How do you foster an LGBTQ+ affirming environment?

[F] Are you Russian?

[G] Would you be comfortable and willing to help our child say a prayer before meals?

6. Which of the following are questions you can ask during an interview?

[A] Would you speak Spanish with my child?

~~[B] What religion are you?~~

~~[C] Are you gay?~~

~~[D] Are you pregnant?~~

[E] How do you foster an LGBTQ+ affirming environment?

~~[F] Are you Russian?~~

[G] Would you be comfortable and willing to help our child say a prayer before meals?

3 Hiring Slides

*Hiring
a Nanny*



HAND IN HAND
THE DOMESTIC
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Becoming an Employer



- My home is somebody's workplace now
- We provide support you based on guidance from both employers and nannies



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Hiring Guide



- List your needs
- Choose where to search
- Map out your timeline
- Write your ad
- Pre-screen candidates



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- Hiring Guide
- Interview Guide

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- Recommendations VS. Laws
- Clear Expectations
- Fair Pay
- Paid Time Off

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- Employer Checklist



Choose Where To Look



- Word of mouth
- Social Media: Parenting Facebook Groups, Nextdoor
- Parent Listservs and Google Groups
- Online and local agencies
- Local community center or childcare referral
- Online job sites



List your Needs



NEED-TO-HAVE

- Having a car
- Infant experience

NICE-TO-HAVE

- Bi-lingual
- Special training or certification



Map out Timeline



- Everything takes longer with a baby
- 6-8 weeks for entire process
 - time to create job description
 - review applications
 - screen candidates
 - interview
 - check references
 - negotiate offer terms



Exceptions....



- Posting 6 weeks ahead of time and conducting interviews 4 weeks ahead of time works well
- Some nannies try to minimize their time between jobs, and may not want to wait several weeks to start.



Pre-screen Candidates



- Prepare pre-interview questions
- Via text, phone, video call or email
- Confirm important details
- Double-check your priority needs
- Both decide if interview is worthwhile
- Keep track and take notes for future reference



Write your Ad



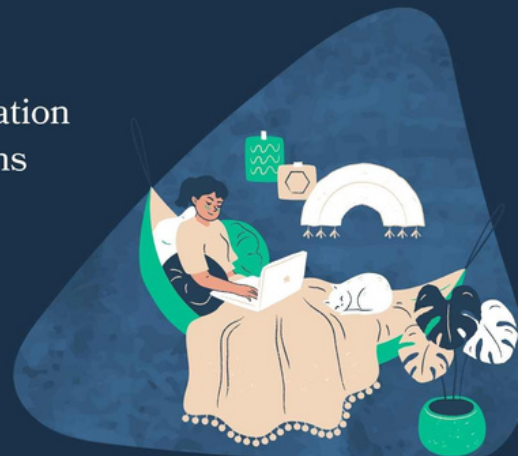
- Look at existing job ads to find one you like
- Use our Sample Job Ad to get started
- Include your needs and nice-to-haves
- Include a detailed job description
- Describe your family, work and home
- Use this ad during the interview



Interview Guide



- Preparation
- Goals
- Avoid Discrimination
- Sample Questions
- Meet the Family
- Observed Play
- References



Preparation



- Have the details about your schedule and needs ready
- Write detailed job description
- Print two copies
- Write down your questions ahead of time
- Make space to note their responses



Goals



- Get to know each other
- Take some time to learn about them
- Learn how they came to child care work
- Understand their work history
- Know what their ideal employer is like



Avoid Discrimination



Consider what your need is and separate from the identity of the person

- Focus on the job description rather than identity;
 - ✓ ◦ We want a nanny who will speak Russian with our child
 - ✗ ◦ Are you Russian?

Avoid Discrimination



- Age
- Disability
- Immigration Status
- Uniformed Services
- Gender Identity

- National Origin
- Marital Status
- Sexual Orientation
- Race
- Pregnancy
- Religion/Creed



Sample Questions



- What do you love about the work of childcare?
- What are some of the things you find challenging about it?
- What would you do on a typical day with my baby?
- How will that look differently a year from now when they are a toddler?

Sample Questions



- Are you comfortable working with (insert your situation here)...?
 - pumped milk
 - cloth diapers
 - a pet in the house
 - someone working from home

Sample Questions



- What would you do if (insert your own scenario here)
 - my child fell and bumped their head?
 - my child began to choke while eating?
 - my child hit or hurt another child?
 - my child didn't want to eat any of the food I provided?

Sample Questions



- Ask for stories about past scenarios such as:
 - What was a challenging situation in your past jobs?
 - How did you address those challenges?

An illustration of a woman with dark hair, wearing a purple long-sleeved shirt, sitting on the floor and reading a book to a young child. The child is wearing green shorts and is also sitting on the floor. The background is a light beige color with large, abstract shapes in teal and orange.

Sample Questions



- Discuss values and parenting philosophies
- Some approaches can be unfamiliar or challenging
 - For example, strict sleep training with your child

An illustration of a family group consisting of a woman, a man, and two children. The woman is kneeling on the left, the man is kneeling in the center, and two children are standing on the right. They are all smiling and appear to be in a warm, supportive interaction. The background is a light beige color with large, abstract shapes in teal and orange.

Meet the Family



- If there will be close contact with other family members, introduce them
- Spend some time together, so that everyone can assess whether it will be a good fit

Observed Play



- Observe the interviewee play with your child and see whether they make a connection
- Schedule a paid trial if you are serious about the candidate



References



- Ask the candidate for two to three recent former employer references
- Use the interview questions as guide

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The Hiring Process

- Hiring Guide
- Interview Guide

2

Our Best Practices

- Recommendations VS. Laws
- Clear Expectations
- Fair Pay
- Paid Time Off

3

Get Ready for Nanny

- Nanny Checklist
- Employer Checklist



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Best Practice Slides



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Our Best Practices

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Additional Resources

- Practice
- Resource Index
- Contact

Our Own Experiences



What has been important to you as an employee or worker?

What has made you feel valued at work?



Common responses;

- Communication
- Pay
- Paid Time Off



Best Practices

- Clear Communications & Expectations
- Fair Pay
- Paid Time Off



Recommendations VS Laws



- These are just our recommendations, not regulations
- Not many workplace protections for domestic workers
- Vulnerable workforce
- List of municipalities and states change
- Click button for updated list of legislation

Recommendations VS Laws



- If you follow our best practices here you will likely be with in the law
- In many places our recommendations will exceed the law
 - For example paying Minimum Wage vs our Fair Pay recommendations to pay a living wage

Disclaimer: We are not legal professionals and this does not constitute legal advice

Start at Hiring



- The relationship starts during the interview
- Mention your plan to have regular check-ins
- Regularly invite their feedback

Work Agreement



- Written document
- Roles and responsibilities
- Schedule, pay and benefits
- Contingency plans
- Emergency plan
- Confidentiality & social media
- PTO policy and Holidays
- Evaluation schedule

**We have sample
work agreements in
English and Spanish**

Job Changes



- The agreement can change
- Don't suddenly ask to do new tasks
- If one-off request, explain why
- If part of their job, talk it through
- If agreed, add to work agreement

Regular Check-ins



- Talk early and often
- Schedule when both have time
- Outside of work hours and paid
- Outline action plans and next steps you can address together



Regular Check-ins



Good communication isn't a one-time thing.



Show your Appreciation



- Nannies gets little feedback from outside world
- Criticisms can loom large
- Remember to appreciate them
- Include this in any check-in





Informal Chats



- Make time at start or end of day
- Get to know & get comfortable with each other
- Share information about child
- Make time when possible

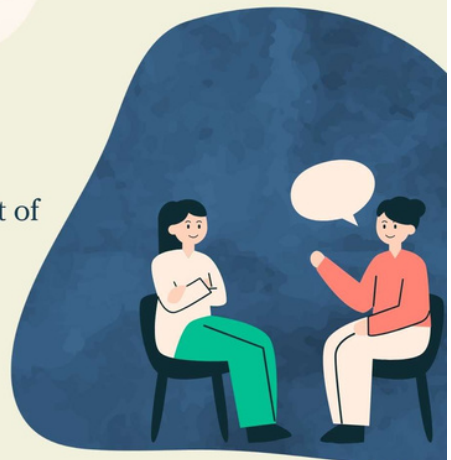


Annual Evaluations



- Specify in work agreement
- Bringing up an evaluation out of the blue can be alarming

"I'd like to plan time for a job evaluation every so often. It'll be a chance for us to check in and give each other feedback. We'll focus on what's working and what could improve."





Look ahead Together



- Opportunity to discuss the future
- Discuss big changes
- Consider a pay increase
- Schedule outside of work
- Pay for their time



Privacy



- Confidentiality
- Social media
- Nanny cams



Confidentiality



- Confidentiality is not a given
- Ask for a commitment from the nanny that they will not disclose any private information obtained about your family such as medical, financial, legal, and career information and include it in your work agreement

Nanny Cams



- We don't recommend nanny cams as they could erode trust with the nanny
- If you do want to use surveillance just discuss with them first

Best Practices

- Clear Expectations
- **Fair Pay**
- Paid Time Off



Fair Pay

- Pay a living wage
- Pay for overtime
- Pay reliably



Pay a Living Wage



How much does it cost to hire a nanny?
It really depends on where you are.



Pay a Living Wage



- Keep in mind the cost of living (COLA) to support a family
- Many nannies are family caregivers



Hourly Wages 2023

Hourly wage in high-cost of living cities

- One child: \$25-30+/hour
- Two children: \$28 -35+/hour
- Nanny share: \$35-45/hour
 - **For example \$40/ hour between 2 families = \$20.00 per family*



Cost of Living

Hourly living wage for a single person is:*



- \$18 Phoenix, Arizona
- \$17 Kingston, New York
- \$23 San Francisco, California

**According to MIT cost of living calculator in March 2023*



Cost with Children



... for 2 working adults and 1 child*:

- \$20 Phoenix, Arizona
- \$21 Kingston, New York
- \$28 San Francisco, California



**According to MIT cost of living calculator March 2023*

Progress not Perfection

- Make best effort to do what's right
- Respect humanity of the person caring for our kids
- Hiring a nanny may be out reach financially
- Explore nanny shares, part-time care, daycares, childcare referral services and subsidized programs



Fair Pay



- Pay a living wage
- Pay for overtime
- Pay reliably



Pay reliably



- Pay on time
- Have a time sheet
- Set a calendar reminder



Best Practices

- Clear Expectations
- Fair Pay
- **Paid Time Off**



Paid Time Off

- Sick days
- Vacation days
- Holidays
- Rest breaks



Sick days



- Full Time: 5 paid sick days / year
- Part Time: 1 hour of sick time / 40 hours
 - A day off is average number of hours contracted
 - Works 5 days a week, for 4 hours each day, from 9 a.m. to 1 p.m.
 - When request Monday off, they use 4 hours of PTO
 - They are paid as if they worked that day.

Vacation



- Full time: Offer 2 weeks paid vacation/ year
- Part time: 1 hour of vacation time / 20 hours
- Start earning vacation time from first day
- No vacation time used in first 3 months

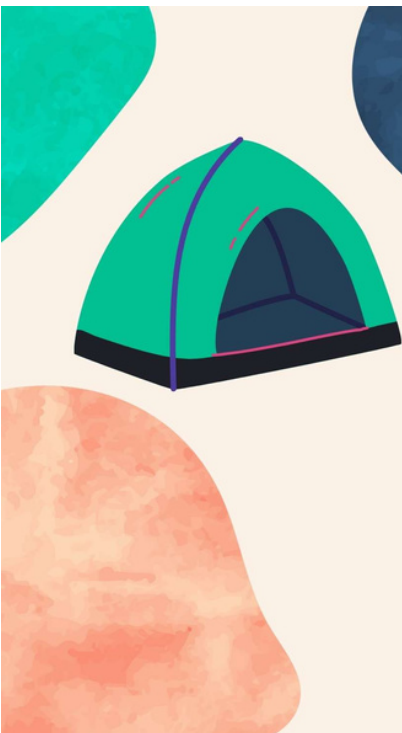




Vacation



- Schedule in advance together
- Nanny has the right to choose when they want to take vacation
- Unused vacation time can roll over from year to year
- Employers may cap vacation accrual
- Any vacation time not used should be paid out in full



Holidays



- Provide 9 paid holidays on days schools, banks, and your own office are closed.
 - *Christmas, New Year's Day, July 4th, Labor Day, Thanksgiving, Martin Luther King Day, Memorial Day, Juneteenth, and Presidents' Day*
 - If you ask them to work (and they agree) pay Holiday rate of 1.5 times regular pay

Holiday Preferences



- The nanny may prefer to take off a different holiday, like Eid, instead of Christmas.
- You can work out which specific holidays work for you and the nanny, as long as the total # is at least 9 for the year.

Breaks



- Workers are entitled to rest breaks
- Ensure opportunities to take care of themselves
- If they take some time to rest or eat while the child is napping, it is a paid lunch hour



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Our Best Practices

- Recommendations VS. Laws
- Clear Expectations
- Fair Pay
- Paid Time Off

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◦ *Getting Ready for Nanny*



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Nanny Checklist



CPR & First Aid Training



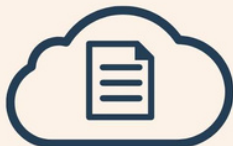
Tuberculosis Test



Follow Vaccination Guidelines

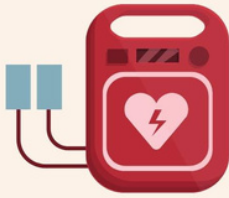


CDC Guidelines





Employer Checklist



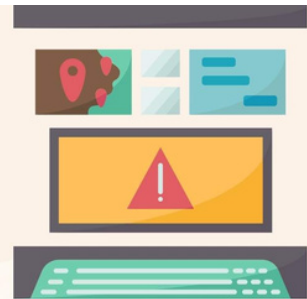
Emergency Plan

Have First Aid Supplies

Everyday Home Preparation



Emergency Plan



- Include an emergency plan in your written work agreement
- Discuss under what circumstances they would not need to come in and ensure them that they will still be paid
- Share your emergency contacts and ask for theirs

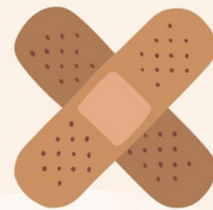


Have Supplies

- Smoke detectors and carbon monoxide alarms
- Check their batteries once a month
- Portable fire extinguishers that are readily accessible
- Train the nanny on use



First Aid



- Various sized bandages
- Wound cleaning agent
- Scissors
- Splints
- Tweezers
- Adhesive tape

- PPE Personal Protective Equipment
 - Gloves
 - Eye protection / goggles
 - N95 Masks



Home Preparation

You're home is now someone's workplace, here's how to make sure it is a safe place for the nanny and your family each day they come to work.



Home Preparation

● Ensure clean air

● Control temperature

● Remove hazards



Ensure Clean Air



- Use portable HEPA air filters
- Reduce particles inside the home from viruses, common pollutants and allergens and wildfire smoke
- Close windows when air quality is bad



Temperature Control



- Make sure workplace is safe from extreme cold and heat
- Train the nanny on how to use any heating or cooling devices or open and close windows safely



Remove Hazards



- Keep outdoor walkways clear
- Clear clutter inside the home to reduce fall risk (cords, toys)



Additional Resources

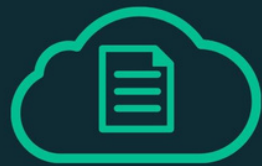
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Practice

Click this link now to select one thing you will put into practice from our recommendations.



Social Media



[@HIHdomesticemployers](#) Instagram



[@HiHemployers](#) Twitter



[@domesticemployers](#) Facebook





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Email info@domesticemployers.org

More resources www.domesticemployers.org



*We believe we can build
a just and caring economy.*



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