



# Fox Valley School of Massage

\* Professional Massage Training \* Student Massage Clinic  
 526 West Wisconsin Avenue \* Appleton, WI 54911  
 P.O. Box 615 \* Neenah, WI 54957-0615  
 Phone 920.993.8660 \* Fax 920.882.9412  
[www.FVSM.org](http://www.FVSM.org)

## Have a Job you want FVSM to post?

Here are some helpful hints to find the right therapist for your opening.

1. Send your Colored, Eye – Catching, job posting to:

**FVSM. P.O. Box 615 Neenah, WI 54957-0615.**

We have several job postings so to increase your chances use colors and fonts that draw students / alumni in. Most of our students have jobs before they graduate so it is a competitive market for employers. The more interesting and informational the job posting is, the better your chances of finding the right candidate.

2. Include the information you would want to know if you were going to apply for a position. Our students / alumni are busy and so will usually only apply to positions that have lots of helpful information that they have reviewed and are now interested in.

3. Here is a helpful list of information our students and alumni always ask for. Please consider using this list to help you format your job ad and of course add anything else you want that is helpful and specific to your posting.

\*\* Are you looking for someone to rent space that already has a Business etc.

\*\* Are you looking for an employee?

The above is important to consider as our students & alumni are aware of the differences between:  
 Owning my own business: then renting or being an Independent contractor or being an employee.

Name of Contact

Phone number of contact

Best time to call

What are you looking for?

Employee

Someone to rent

If Renting the space, how much for the space? What does it include: how big is the space, is there a private bathroom, good ventilation, windows, control over the temperature, a separate entrance / exit.

If employee, what is pay rate for massages?

Are they required to be there when not massaging?

If so, what is hourly pay rate for that time?

Do you allow tips at your establishment?

What are the responsibilities?

Do they have to clean, take phone calls, etc?

What are the benefits? Health Insurance, Vacation Pay, Do you provide CEU's or money for them?

Do employees get discounts on services? Discount on products offered?

Do you charge them for products used during their services?

What are the hours that your business is open and they would have to work?

What days of the week are you looking for a therapist?

4. When FVSM receives postings, we put them in our job binder and they stay for 6 months. After that time they are recycled.