



## Power through economic volatility with SharedWork.

The [SharedWork program](#) has helped thousands of businesses retain employees through temporary business downturns.

With an approved SharedWork plan, employers can use unemployment insurance as an alternative to layoffs and retain workers on a reduced schedule.

### Employer Benefits

- Flexibility to manage hours week-to-week.
- Easy to implement.
- A credible business sustainability program.

### Business eligibility

- Open to legally registered businesses in Washington with an Employment Security Department number.
- Must have at least two permanent employees, who are not corporate officers, affected by a reduction in hours and wages.
- Some seasonal employers qualify.

**Enrolling in SharedWork  
is fast, free, and easy!**

[SharedWorkWA.com](https://www.sharedworkwa.com)

## Employer testimonials



*"The program is great! It pays for lost hours that we couldn't give our employees at the time. It allowed us the flexibility we needed during slow economic times to keep our business running."*

– Ana R., Owner & operating director, Olympia



*"It has allowed us to maintain our staff count and service levels...Staff is appreciative of the plan option and receiving partial payment with a day out of the office."*

– Erin C., AVP/office administrator, Everett



*"It's a really good thing we have SharedWork or I could be at risk of losing the employees with whom I've invested thousands of dollars in training. It has been a lifesaver."*

– Suzette J., VP/owner, Whidbey Island

## Employee eligibility

- All permanent (part-time and full-time) employees may participate.
- Must have a valid [unemployment insurance \(UI\)](#) claim - worked at least 680 hours during their base year (includes all employment).
- Employees file an UI claim when hours are reduced.
- Remain able and available for all scheduled hours by SharedWork employer.

## SharedWork customer service Call 800-752-2500

Option 1 - SharedWork claims

Option 2 - Existing SharedWork plans

◆ **Option 3 - New plan inquiry**

Option 4 - I was asked to call

Monday through Friday, 8 a.m. to 4 p.m.

Email: [sharedworkplansect@esd.wa.gov](mailto:sharedworkplansect@esd.wa.gov)



**Employment Security Department**  
WASHINGTON STATE

The Employment Security Department and WorkSource are equal opportunity employers/programs. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service 711.