



the Employment



Exchange Program



One Dental Plaza  
PO Box 6020  
North Brunswick, NJ 08902-6020



*“In response to the need for a statewide employment placement program, the New Jersey Dental Association has developed a centralized dental professional placement information service”*

the Employment



Exchange Program



Phone: (732) 821-9400  
(800) 831-6532  
Fax: (732) 821-1082  
(888) 576-9282

One Dental Plaza • PO Box 6020  
North Brunswick, NJ 08902-6020

the Employment



Exchange Program



# the Employment



## Exchange Program

In response to the need for a statewide employment placement program, the New Jersey Dental Association has developed a centralized dental professional placement information service – **The Employment Exchange Program**. At the NJDA *Membership Matters*. This program is therefore a **free service** for members of the New Jersey Dental Association (NJDA) or the American Dental Association (ADA).

Program participants will be included in either a *Registry of Dentists Seeking a Practice Opportunity* (Job Seeker) or a *Registry of Dentists Offering a Practice Opportunity* (Job Providers). These registries will be mailed to program registrants and be made available in the members only section of the NJDA website ([www.njda.org](http://www.njda.org)). Registrants must then make their own contacts based on the information they receive from these sources.

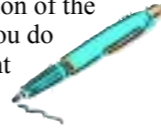
### WHO CAN PARTICIPATE?

- NJDA members
- ADA members seeking to relocate to New Jersey
- A dental student – up to one year after the date of graduation
- A dental resident – up to one year after the date of completion of the residency



### HOW DO I REGISTER?

- Request a registration form by mailing back the attached card or calling NJDA at **1-800-831-6532** for the Employment Exchange Program registration materials.
- Complete the registration form and return it to the NJDA.
- You will receive the current registry of program participants, a registration identification number that will also serve as your access code to the Employment Exchange Program section of the website, and a website password (if you do not already have one) which will grant you access to the members only section of the website.



### WHAT INFORMATION WILL THE REGISTRY CONTAIN?

#### Job Providers

- Name, address (including city and county), phone number, fax number, e-mail address
- Type of practice opportunity available (practice for sale, associateship, etc.)
- Type of employment opportunity available (full or part-time, general practice, specialty, etc.)
- Date position is available
- Original listing date
- Contact person(s) name, address, telephone number, fax number and e-mail address



#### Job Seekers

- Name, address (including city and county), phone number, fax number, e-mail address
- Dental school, year of graduation, graduate program attended
- Type of practice opportunity sought (associate, partner, etc.)
- Type of employment sought (full or part-time, general practice, specialty)
- Geographic preference
- Date available for employment
- Original listing date

### HOW LONG WILL MY NAME APPEAR IN THE REGISTRY?

Listings will be posted for a three-month period. At the expiration of that period, the NJDA will send the registrant a renewal postcard. At that time, you may either cancel your participation or renew your listing for another three months. If the NJDA does not receive a response by the end of the month of expiration, your listing will be terminated. When you cancel your participation in the program, the NJDA will also cancel your registration ID number and, therefore, terminate your access to the Employment Exchange Program on the website.



### CONFIDENTIALITY OPTION

If you would like the fact that you are seeking a practice opportunity or offering a practice opportunity to remain confidential you may select the appropriate confidentiality option described below when you register with the program.

If you do not choose a confidentiality option when you register with the program your name and information will be published in the appropriate printed registry and on the website and made available to every program participant.

A *Job Provider* requesting confidentiality will not have a listing appear in the Registry of Dentists Offering a Practice Opportunity, but will receive or have access to the Registry of Dentists Seeking a Practice Opportunity.

Similarly, A *Job Seeker* requesting confidentiality will not have a listing appear in the Registry of Dentists Seeking a Practice Opportunity, but will receive or have access to the Registry of Dentists Offering a Practice Opportunity.



Phone: (732) 821-9400  
(800) 831-6532  
Fax: (732) 821-1082  
(888) 576-9282  
Web Site: [www.njda.org](http://www.njda.org)

New Jersey Dental Association  
One Dental Plaza  
PO Box 6020  
North Brunswick, NJ 08902-6020

I am a member dentist:

- Seeking an employment opportunity
- Offering an employment opportunity

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ E-mail \_\_\_\_\_