

Recommended County Manager Recruitment Process

TASK	OWNER	May 28	May 29- June 10	June 4	June 11-14	June 17-21	June 24- July 3	July 8	Aug. 11	Aug. 12-16	Aug. 19-23	Aug. 26- Sept. 11	Sept. 23-27	Oct. 1	Oct. 2	Oct. 15
Provide recommendation for recruitment and selection process	County HR															
RFQ for executive search firms	County HR															
Subcommittee appointed	Full Board															
Select search firm	Board Subcommittee															
Negotiate and execute contract with selected firm	County HR															
Review and approve selected firm's recruitment plan	Board Subcommittee & Search Firm															
Review and approve candidate profile	Board Subcommittee & Search Firm															
Search firm begins recruitment process	Search Firm															
Application period closes	Search Firm															
Review candidates and provide recommendations to Subcommittee	Search Firm															
Finalize list of candidates to be interviewed	Board Subcommittee															
First round of interviews conducted & finalists selected to continue in process	Search Firm, Board Subcommittee, County HR															
Finalists interviews by Full Board and public input solicited via "Meet & Greet" session	Search Firm, Full Board, County HR, Public															
Make final hiring decision and determine salary offer	Full Board															
Job offer made	BOCC designee & County HR															
Announcement of new County Manager	Full Board															