

Children's Services Council of Leon County

Tuesday, August 24, 2021

**Executive Director Search Committee
Revised Materials**

Application Update

- 166 applications rec'd
 - 71 eliminated (did not meet technical requirements)
- 95 remain
 - 2 eliminated (did not include a cover letter)
- 93 remain, all reviewed by staff and ranked +,-,?
 - + = 2 points
 - ? = 1 point
 - - = 0 points

Application Update (cont.)

# of applicants	Combined Score	Description
45	0	Not Qualified
48	17	Potential
	13	Somewhat Qualified
	6	Qualified
	12	Highly Qualified

Next Steps

- Review applicants using a 5-point scale, where 5 is well-qualified and 1 is not qualified, across the six domains identified in the position description

CSC Leon Resume Evaluation Form

Evaluator: _____

#	First Name	Last Name	Rank 1-5					Total (up to 30)
			Planning	Financial/ Program Management	Operations Management	Community Relations & Advocacy	Board Relations	
1								0
2								0
3								0
4								0
5								0
6								0
7								0
8								0
9								0
10								0
11								0
12								0
13								0
14								0
15								0
16								0
17								0
18								0
19								0
20								0

Executive Director Search Timeline

Aug 20	Position Closes
Aug 24	Search Committee Convenes to review and determine process
Sep 8	Search Committee Convenes to select top candidates for interviews
TBA	Training
Sep 20	Interviews, Round 1 Part 1 (4 hours)
Sep 23	Full Council Meeting – provide report on and seek approval of process
Sep 28	Interviews, Round 1, Part 2 (4 hours – 3 hrs interviews, 1 hr meeting*)
Oct 4	Interviews, Round 2 (4 hours – 3 hrs interviews, 1 hr meeting*)
TBA	Search Committee Convenes to select top candidates for recommendation
Oct 21	Council Meeting to approve final selection
Oct 25	Position formally accepted
Nov 29	Anticipated Position Start Date