

CITY MANAGER RECRUITMENT CITY OF DENTON, TX

Presented on:
August 23, 2016

Project Overview

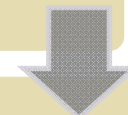
Task I

- *Recruitment Brochure Development and Advertising*



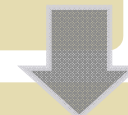
Task II

- *Recruitment Strategy Execution and Candidate Outreach*



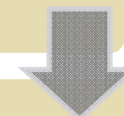
Task III

- *Screening of Applicants & Recommendation of Semi-Finalist*



Task IV

- *Background Checks & Reference Checks*



Task V

- *Final Interview Process*

Key Deliverables of the Engagement

- Recruitment profile, advertisement and ad placement table
- Benchmarked management style analysis
- Recorded Interviews
- Semi-final books with master applicant list and documentation on semi-finalists
- Finalist books with interview schedule, complete documentation on finalists, including writing samples, suggested interview questions and candidate assessment forms
- Suggested performance management approaches for the successful candidate
- If requested, a negotiated employment agreement

Timeline

Task I and II	
August 10 – 11 and August 18	Stakeholder interviews
August 12 – 19	On-line survey posted on City's website and Waters and Company website
August 23	City Council meeting to approve final advertising brochure and discuss recruitment process
September 26	Target completion date of advertising and candidate outreach
Task III	
October 26	Applicant screening and assessment and recommendation of semi-finalist complete
Task IV	
Week of November 7 or 14	On-site interviews with finalists
Task V	
Week of November 14 or December 5	Employment offer made/accepted

Interview Options

- ☐ HireVue - Video Responses
- ☐ Committee Interviews
- ☐ Council Interviews
- ☐ Presentation Showcase
- ☐ 2 Interviews (for finalists)
- ☐ Community Reception
- ☐ Organizational Reception
- ☐ City Tour

Suggested Actions

- ☐ 1.5 Hour Interviews
- ☐ Max - 3 Interviews Per Day
- ☐ Comfortable Setting

Thank You!

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