COMMUNICATIONS PLAN | CFAM DEAN SEARCH PROCESS

Announcement & Formation

- Search announced
- Search Committee named and charged
- Greenwood/Asher & Associates, Inc. selected to support the Search Committee

Planning

- Search Start-up Meeting Search Committee & Greenwood/Asher meet to discuss search process and profile
- Feedback incorporated into job description

Recruiting

- Position advertisement and job description drafted and distributed
- Requests for Nominations & Recommendations
- Nominees and prospects are contacted, applications received and reviewed
- Prospect Review Meeting Search Committee discusses all candidates and selects candidates for round one interviews

Evaluation

 Round-One Interview Search Committee interviews leading candidates

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- Reference and Background Checks
- Search Committee recommends/select candidates for additional interview

Selection

- Campus Interview
- Selection and signing of contract
- Transition Considerations

Appointment

 Announce search completion and introduce hired candidate