

2019/2020 Evergreen Country Day Search Process and Timeline



Search Plan/Prep

April-September

- 1) Develop strategy & process
- 2) Post opportunity statement
- 3) Synthesize community input from focus groups

Search Execution

October/November

- 4) Develop candidate pool
- 5) Develop evaluation criteria
- 6) Screen candidate pool for semi-finalists
- 7) Conduct semi-finalists video interviews

Selection Process

December/January

8. Choose finalists
9. Finalist Visits – finalists interviews and community meet & greets
10. Gather community feedback by survey
11. Evaluate finalists

Appointment

January/February

12. Selection Committee makes recommendation to Board
13. Board convenes for final vote
14. Board secures HOS contract
15. Announce appointment to community
16. Start transition planning