

April 15

To the GSWOC Board

In preparation for the April 24 Board Meeting, I will lay out the proposed process for selecting the next GSWOC CEO. I welcome your input and thoughts prior to and at the meeting. The goal is to leave the meeting with an agreed upon and understood process.

The first step was to develop a Job Description/ Ideal Candidate Profile (ICP) based on required and desired competencies and experiences. This is currently in draft form and will be finalized with your input. This becomes the basis for evaluating all candidates so that we avoid the trap of only comparing candidates to each other, losing sight of what "ideal" looks like.

At this point, there are two ways to go about laying out the steps of a selection process that involves viable internal candidates. The first is to throw the net out into the "general public space" at the same time the internal candidates are notified of the process, creating an "on paper" slate of both internal and external candidates who are brought into the process simultaneously. The other is to have a two step process. First, announce the opportunity internally and assess candidates against the ICP. If an internal candidate is agreed upon, any need for an external announcement is obviously nullified. If an ideal internal candidate does not surface, an external announcement/ call for interested parties and a decision as to whether to involve a search firm, etc. is made.

Of course, rarely does any candidate, internal or external, meet all criteria in the ideal profile perfectly. The Selection Committee (see below) will make a recommendation to the Board as to "best fit" candidate.

In order to ensure that diverse input is heard and considered, I recommend the following:

ICP (job description) developed and finalized with Board input, and distributed to all.

*Timing: input before and during April meeting, final ICP will be distributed to Board **June Board Mtg***

Selection Committee formed that will drive the bus, with Board input. This Committee will be made up of the Board Chair, CEO, four Board volunteers and myself, recommending a total of seven. Committee will address the following:

- ✓ Search Process: internal first search vs. internal and external simultaneously
- ✓ Tactical interview process: logistics, questions input and approval
- ✓ Selection process: criteria approval and decision process and communication

Interested Board members volunteer post- April Board meeting, members selected **by May 31**

Committee meets to discuss above three points **June-Aug**

Present (or distribute) committee recommendations to Board **Sept Board mtg**

Search begins (depends on what selection committee decides on) **TBD**

I welcome your thoughts...

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