## March - Mid-April

### Leadership Needs Assessment

- Kick off meeting with Search Committee Leadership (March 20)
- RRA meeting with sitting CEO on March 24
- Constituency engagement with ParentChild+ key stakeholders (1-1 interviews, group listening sessions, electronic surveys, etc.)
- Biweekly calls for Search Committee leadership with Russell Reynolds
- Research target universe and prospective candidates, develop search strategy
- Align on market informed compensation range to be included in Position Specification per state regulations
- Zoom Meeting with the Search Committee to discuss feedback from stakeholder interviews, Position Specification, and calibration profiles (Key Milestone)
- Search Committee & RRA finalize Position Specification and RRA plans outreach

### Mid-April – Early May

## Candidate Development

- Candidate pool developed through proactive outreach to, and conversations with, potential candidates and sources of referrals
- Bi-Weekly Zoom Status Update Meetings with the Search Committee
- Interested candidates interviewed by RRA (virtually or in-person, depending on geography)
- Search Committee Leadership interviews high-priority candidates (as needed)
- RRA conducts "soft referencing" on candidates as needed
- Profile Review: Search Committee selects candidates for First Round Interviews (Key Milestone)

### Late May - June

# Search Committee Interviews & Referencing

- Search Committee conducts First Round Interviews via Zoom (Key Milestone) – Late May
- Search Committee selects semi- finalist candidates to invite back for Second Round
- Second Round Interviews conducted by Search Committee in-person at RRA New York (Key Milestone) – June 19/20 (TBC) consider anchoring around confirmed Board meeting
- Finalist selected or go to Third Round Interviews (TBD)
- Additional leadership assessment (if desired)
- Background checks (by the Mintz Group or client preference)
- RRA and the Search Committee to conduct references on finalist(s)

### July

# Selection, Confirmation, and Onboarding

- Finalist candidate negotiations
- · Offer accepted by the finalist
- Finalist candidate approved during Special Board Meeting (Key Milestone)
- Announcement

- Search Committee Chair shares an announcement about the search and stakeholder engagement process
- Search Committee Chair shares the final Position Specification with Board and staff
- After Profile Review, Search Committee
  Chair updates the Board on search process,
  market coverage, and a high-level sense of
  the archetypes of candidates participating in
  First Round Interviews
- After First Rounds, Search Committee updates the senior team on search progress and asks them to submit Second Round Interview questions
- Public announcement of the incoming CEO, coordinated between ParentChild+ and the incoming leader's home institution



## A deeper dive into our Leadership Needs Assessment process

Our inclusive Needs Assessment process facilitates stakeholder alignment around the context, strategy and scope of the search, ensuring that all perspectives are heard as the organization prioritizes what is needed in the next leader.



Align stakeholder priorities via an inclusive process

### Objectives



Gain buy-in to search process across org



Refine job spec to reflect organizational priorities

#### Kick off

- We begin with a kickoff meeting with the CEO Search Committee to discuss the search process and timeline
- We will conduct a group interview with the CEO Search Committee members to understand the current organizational context, priorities, and candidate profile
- Kick-off conversations surface potential points of contention and themes to explore further with stakeholders.

### Stakeholder input

- We engage stakeholders via a variety of channels in order to collect diverse perspectives on what makes the organization unique, critical leadership needs, strategic priorities and any other topics which might impact the search.
- Specific stakeholders to involve will vary by organization, but may include:

conferences, online surveys or townhalls to collect input.

- Board members
- Members
- Senior leadership
- Key partners
- Other staff
- We tailor our approach depending on the organization and stakeholder group, but may leverage face-to-face interviews, video

### Alignment

- The process concludes with an in-person alignment meeting with the Search Committee to share initial feedback and themes from stakeholders conversations.
- The meeting helps to organize next steps in the process, ensuring that the Search Committee is marching to one beat as we embark on the start of the search together.
- This consistent understanding will help to inform the job description, our recruitment efforts, our assessment of candidates, and how we advise the committee on conducting future candidate interviews.

