

Navigating the Executive Search Process

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Navigating the Executive Search Process

To be successful in participating in and leading executive level searches for dean and provost positions (as a chair or member of a search committee or for your own journey to these positions), it is helpful to know how to navigate the process and to be aware of current trends. Three consultants with great depth of experience in facilitating searches for positions of deans and provosts will share insights and wisdom about how to navigate processes for these executive level positions.



Process, Roles, Search Committees and Chairs

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Thursday, November 2, 2017, Denver, Colorado

CCAS Annual Meeting: Navigating the Executive Search Process
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Overview of Search Roles

- Role of a search
- Role of search facilitation
- Role of search chair and committee
- Role of applicants

Arguments for Using a Search Firm

- Time, schedule, \$, paper work, opportunity costs
- People
- Processes & practices
- Background checking & assessing
- Hiring & wrapping up

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Trends in Higher Education Searches

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Process Trends

- How public should the search be?
- “Issues of concern” on the internet
- Focus on referencing

Trends in Committee Expectations

- Understanding of our students? Faculty?
- Breadth of experience? Length of experience?
- Experience growing enrollment
- Program evaluation
- External or internal focus?

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The Nuts and Bolts of Search and Search Preparation

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Role of the Search Firm/Consultant

- Organizing, managing, and informing a process to facilitate the work of the Search Committee and its chair(s)
- Recruiting a diverse and highly qualified pool of candidates for consideration
- Communicating/working with candidates

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Alignment between Position Expectations and Candidate Experience

- Is this a good fit for the candidate?
- Is this a good fit for the institution?

Candidate Materials

- What constitutes a good CV?
- What constitutes an effective cover letter?
- What constitutes an effective list of references?

Follow-up Consultations at CCAS Conference and Afterwards

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Questions from the Audience

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