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EXECUTIVE RECRUITMENT & DEVELOPMENT

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STAKEHOLDER GROUP “MEET THE CANDIDATE” PROTOCOL

- Everyone involved in the process should work to make the candidate feel welcome.
- The Stakeholder Group Chair greets the candidate, introduces the group (in smaller groups, members can introduce themselves by name and position) and asks the candidate to introduce themselves briefly (5 minutes) to the group.
- Allow time at the end of the session for clarification of answers and for the candidate to ask questions of the group.
- As a courtesy, the candidate should be provided with the stakeholder group questions prior to meeting with the group (if the questions are prepared ahead of time).
- After meeting a candidate, stakeholder group members are asked to submit their consensus perceptions in writing (see candidate input form) to the board. Please note that these responses relate to the candidate’s skills, qualities, characteristics, and/or personal attributes. ***Do not compare or rank candidates.***
- The group chair places the completed form in an envelope marked with the candidate’s name and seals it. You will be notified where to drop off the envelope each day.
- Board members will review your comments after they finish interviewing all of the candidates. The board values your participation and will consider your input as it makes the ultimate decision on hiring the new superintendent.