



## Step 1

### **Planning & Assessment**

- NAWA retreat - Spokane, WA - 10-27-2023
- Background calls with board & staff (11-1-2023 - 12-01-23)
- Review internal documents (11-1-2023 - Present)
- Draft a timeline (1-2-2024)

## Step 2

### **Position Profile Development**

- Submit draft profile to committee (12-18-23)
- Review & finalize profile with committee (1-9-2024)

## Step 3

### **Sourcing & Screening**

- Engaging passive & active candidates (1-2-24 & continuing)
- Screening interviews with high potential candidates (1-2-24 & continuing)

## Step 4

### **Presentation & Selection of Candidates**

- Compile & submit materials to committee (on or around 3-8-24)
- Facilitate discussion/decisions (3:00 - 5:00 pm on 3-13-24)

## Step 5

### **Client & Stakeholders Interview**

- Committee interviews candidates (3-18-24 to 3-22-24)
- Board, staff, & constituents interview candidates (staff 3-25-24 and 3-29-24 | Board TBD)
- Referencing & selection (date TBD)

# Client Interviews

While this is a typical process, we are still finalizing details with NAWA leadership.

01  
STEP

## 1. SEARCH COMMITTEE

- Candidates interview with the Search Committee.
- Valtas facilitates the interviews.
- Search Committee selects candidates to move forward.

02  
STEP

## 2. STAFF

- Leadership team and/or staff panel meets with candidates.
- Valtas facilitates these meetings.
- Valtas provides feedback from meetings to the Search Committee.

03  
STEP

## 3. BOARD

- The full board is invited to meet finalist(s).
- Optional - other constituents meet finalists.
- Valtas facilitates these meetings.
- Valtas provides feedback to the Search Committee.

04  
STEP

## 4. SEARCH COMMITTEE

- Committee meets to consider feedback from other groups.
- Committee may decide to meet with candidate(s) again.
- Committee makes a final recommendation to the board.

