CEO SEARCH PROCESS

Board Leadership Services
Presentation for a National Search
for the next
Superintendent/President of
Ohlone College
ACCT SEARCH PROCESS

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SUPPORT STRUCTURE FOR EACH SEARCH

- ACCT Search Consultant – Pamila Fisher
  Works with the board
  Works with the search committee

Candidate Recruitment
- Narcisa Polonio, Vice President
  Coordinates background checks
  Assists with Recruitment

- Board Leadership Services Associates
  Works with College Liaison

- Reference Consultants (10)
  Conducts Extensive Background Check
SEARCH PROCESS

Major Components

- Institutional Analysis and Profile
- Candidate Identification and Recruitment
- Search Committee
- Progress Reports and Communication
- Background Reports on Top Candidates
- Selection
“Comprehensive Search Support”

Benefits of this offering:
1) Enables entire Board to design search process - Provides ACCT’s proprietary CEO Search Best Practice Manual (pre-search)
2) On-site assistance - Prepares Search Committee to be productive and effective
3) Recruitment - Leverages full arsenal of ACCT resources to identify a quality pool of candidates, provides access to ACCT website (exposure), database for candidate pool enhancement
4) Facilitate selection - campus wide involvement, extensive background information on candidates
5) Enables Board to make an informed decision and select the ideal candidate
INSTITUTIONAL ANALYSIS AND PROFILE

› Identify “Challenges and Opportunities”
  › What does Ohlone College desire to accomplish? Immediate & long term?
  › What are the immediate internal challenges facing Ohlone College?
  › What are the community expectations?
  › What are the emerging demands?
The “Incoming CEO Profile”

- What are we looking for in a president?
- What qualifications does he/she need?
- What personal characteristics do we seek?
- What management style are we seeking?
- What leadership qualities do we value?
KEY PRESIDENTIAL SUCCESS FACTORS

› Education and Experience

› Intelligence
  › intellect
  › emotional intelligence

› Interpersonal Skills

› Motivation and Motivational Ability

› Character and Integrity
CANDIDATE IDENTIFICATION

- Are there individuals who should be encouraged to apply for the position?

- Are there individuals in the ACCT database who meet the criteria?
CANDIDATE RECRUITMENT
ADVERTISING

- National Advertising
  - Chronicle of Higher Education
  - AACC Community College Times
  - Community College Week
  - Black Issues in Higher Education
  - Hispanic Outlook
  - Asian Week
  - Women in Higher Education
  - Local and Regional Advertising

- ACCT Meetings
- AACC Annual Meeting
PERSONALIZED RECRUITMENT

- One-to-one contact and ACCT database
- ACCT consultants
- ACCT source letters
- Individual nominations
THE SEARCH COMMITTEE

An important part of the process!

- A broad based diverse group (10-15) highly interested in and committed to the College
- ACCT recommends two members of the Board of Trustees serve
- Responsibilities include: establishing the criteria (subject to Board approval), reviewing applications, rating candidates, interviewing semi-finalists, recommending finalists to the trustees
PROGRESS REPORTS AND COMMUNICATION

- The process provides an opportunity to involve the greater community and to strengthen its bond to the College.
- The ACCT process also tends to bring consensus and support on College goals.
- Distribution of regular progress reports to the Board of Trustees, College employees, and external constituents.
SEARCH TIMELINE

- Month 1: Organize and meet with Board and Search Committee; Prepare Profile and Advertisement
- Month 1-3: Recruitment of Candidates
- Month 4: Search Committee selects semi-finalists for interviews
- Month 4/5: Board of Trustees Conducts Final Interviews of 3-5 Final Candidates
- Visit to college of final candidate
- Board selects and negotiates contract
- New president begins duties
Other Options Available

- ACCT receives and process all applications to ensure confidentiality

- ACCT identifies the top five to ten candidates and presents them to the Search Committee
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Total Cost - $20,000 - $45,000
Build Your Own ACCT Search Support Combination to Meet Your Objectives

While our Packaged Offerings Provide the Greatest Value...
Each component can be requested separately.
ACCT Board Leadership Services

Thank you.