

**South Bay Regional Public Safety Training Consortium
President/Chief Executive Officer Recruitment Timeline**

<i>Date(s) 2025/26</i>	<i>Tasks</i>
November 24 – December 3	Develop recruitment brochure
December 1 – December 5	Recruitment strategy development: Identify advertising resources, ideal outreach, finalize brochure
December 11 – January 20	Position posted with a closing date of January 26, 2026. Make outreach calls to potential applicants. January 5-16: follow-up with potential applicants (<i>t/s</i>) January 13-21: develop interview questions (<i>t/s</i>)
January 27 – January 30	Applicant screening process. Meeting with Client to confirm preliminary applicants to include in the panel interviews. Facilitate panel interviews and complete initial background review.
February 2 – February 6	Preliminary Interviews by MRG (Virtual or Telephonic)
February 6	Recommendations to Client
February 16	Panel Interviews (virtual)
March 2	Finalist Interviews with Board (in person) <i>Will select a date this week that works for raters</i>