

Application for Participation in the Town Manager Assessment Center

The Town of Chapel Hill is hiring a new Town Manager. In an effort to get the best information about candidates, the Town will be using an assessment center process on May 31 and June 1, 2018. An assessment center provides the opportunity for a team of assessors to view the candidates in simulated scenarios a town manager will face. In addition, there is typically a writing exercise and interview. Assessors from each scenario report back to a review committee where the information is analyzed and a recommendation made about the candidates moving to the next step in the hiring process.

The Town Council is interested in selecting between four and six community members to serve as assessors during the two-day assessment center. Community members must be available to serve on both days.

*** Required**

1. **Are you available between 8:30 a.m. and 5:00 p.m. on both May 31 and June 1, 2018? ***

Mark only one oval.

- ☐ Yes
☐ No

Public Records Statement

2. **I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted. ***

Check all that apply.

- ☐ I agree

Confidentiality Statement

3. **Do you agree to maintain the confidentiality of all candidates in this process? This prohibition includes, but is not limited to, co-workers, supervisors, subordinates, friends, family members, professional contacts, etc. ***

Check all that apply.

- ☐ I agree

Personal Information

4. **First and Last Name ***

5. Street Address *

6. City/State/Zip *

7. Phone Number *

8. Email Address *

9. Do you reside within the municipal limits of the Town of Chapel Hill? **Mark only one oval.*☐ Yes☐ No**10. What perspective(s) would you bring as a community member participating in the assessment center process? ***

11. Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experiences). *

12. **Is there anything else you would like us to know about you and your interest in participating in the assessment center?**

Other Demographic Information

In order to provide balance and representation, we ask that you please provide the following information.

13. **Are you a Town of Chapel Hill employee? ***

Mark only one oval.

- ☐ Yes
- ☐ No

14. **Gender ***

Mark only one oval.

- ☐ Male
- ☐ Female
- ☐ Transgender
- ☐ Nonbinary
- ☐ Other
- ☐ Prefer not to answer

15. **Ethnicity ***

Mark only one oval.

- ☐ African American
- ☐ American Indian or Alaskan Native
- ☐ Asian or Pacific Islander
- ☐ Hispanic
- ☐ Caucasian (Non-Hispanic)
- ☐ Other
- ☐ Unknown
- ☐ Prefer not to answer

16. Age **Mark only one oval.*

- ☐ 18 - 24
- ☐ 25 - 34
- ☐ 35 - 54
- ☐ Over 55
- ☐ Prefer not to answer
-

Powered by

