



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Legislation Details (With Text)

File #:	[18-0243]	Version:	1	Name:	
Type:	Discussion Item	Status:		Passed	
File created:	3/15/2018	In control:		Town Council	
On agenda:	3/21/2018	Final action:		3/21/2018	
Title:	Consider a Process for Recruiting and Selecting Community Members to Participate in the Town Manager Assessment Center.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. Staff Memorandum, 2. Draft Application, 3. Council Questions with Staff Response, 4. A RESOLUTION TO APPROVE A PROCESS FOR RECRUITING AND SELECTING COMMUNITY MEMBERS TO PARTICIPATE IN THE TOWN MANAGER ASSESSMENT CENTER (2018-03-21/R-9) as Amended				

Date	Ver.	Action By	Action	Result
3/21/2018	1	Town Council	adopted	Pass

Consider a Process for Recruiting and Selecting Community Members to Participate in the Town Manager Assessment Center.

Staff:

Pam Hemminger, Mayor

Department:

Town Council

Overview: On January 24, 2018, the Council authorized the Mayor to execute a contract with Developmental Associates to search for a Town Manager. At its February 14, 2018 business meeting, Council offered input as part of Developmental Associates' job and organizational analysis and reviewed steps in the recruitment, selection, and screening process. One of those steps is to recruit four to six community members to participate in an assessment center scheduled for May 31 and June 1, 2018. Anyone participating in the assessment center must complete a Statement of Confidentiality and will receive training on how to apply behavioral-based rating systems when evaluating candidates.

**Recommendation(s):**

That the Council approve a process for recruiting and selecting community members to participate in the Town Manager assessment center process; and that, in the interest of timely appointments, a Council Committee be selected and authorized to recommend four to six community members for appointment by the full Council on May 2, 2018.

Decision Points:

- Approve a process to recruit and select community members to participate in the assessment center
- Select three Council members to serve on a committee to review applications and make a recommendation

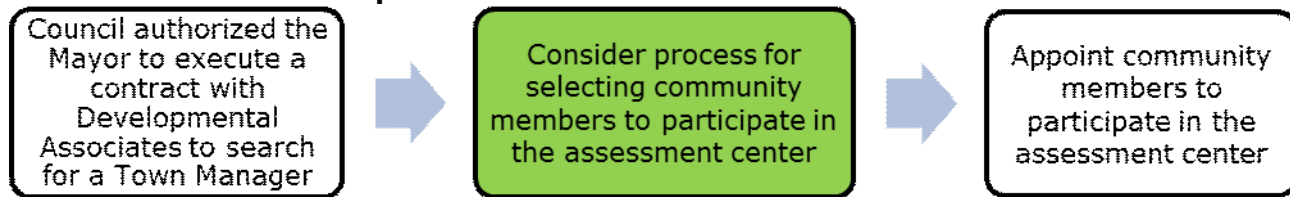
Key Issues:

- The Council wishes to appoint between four and six community members with a spectrum of







viewpoints representing the diversity of the community.

- Prospective participants must be willing to commit to attending the assessment center on both May 31 and June 1, 2018 and agree to keep candidate information confidential.

Where is this item in its process?



Council Goals:

<input checked="" type="checkbox"/>		Create a Place for Everyone	<input checked="" type="checkbox"/>		Develop Good Places, New Spaces
<input checked="" type="checkbox"/>		Support Community Prosperity	<input checked="" type="checkbox"/>		Nurture Our Community
<input checked="" type="checkbox"/>		Facilitate Getting Around	<input checked="" type="checkbox"/>		Grow Town and Gown Collaboration



Attachments:

- Resolution
- Staff Memorandum
- Draft Application

A RESOLUTION TO APPROVE A PROCESS FOR RECRUITING AND SELECTING COMMUNITY MEMBERS TO PARTICIPATE IN THE TOWN MANAGER ASSESSMENT CENTER (2018-03-21/R-9)

WHEREAS, on January 24, 2018, the Council authorized the Mayor to execute a contract with Developmental Associates to search for a Town Manager; and

WHEREAS, the Council wishes to recruit between four and six community members to participate in the Town Manager assessment center; and

WHEREAS, the Council may appoint additional or different community members as needed.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council approves the plan submitted by the Mayor on March 21, 2018 to solicit applications from community members to participate in the assessment center on May 31 and June 1, 2018.

BE IT FURTHER RESOLVED that the Council selects _____, _____, and _____ to serve on a committee to review applications and make a recommendation of up to six community members to participate in the assessment center.

BE IT FURTHER RESOLVED that the Mayor will return to the Council on May 2nd with a list of those communicating their interest.

BE IT FURTHER RESOLVED that these appointed community members shall have met their charge after participating in the assessment center on May 31 and June 1, 2018, unless the Council determines otherwise.

This the 21st day of March, 2018.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

PRESENTER: Pam Hemminger, Mayor

RECOMMENDATION: That the Council approve a process for recruiting and selecting community members to participate in the Town Manager assessment center process; and that, in the interest of timely appointments, a Council Committee be selected and authorized to recommend four to six community

members for appointment by the full Council on May 2, 2018.