

## **DRAFT**

### **BUSINESS MANAGER**

#### **Search Timeline - 2024**

<b>Post Vacancy</b>	April 2, 2024
<b>Discuss Search Timeline/Process</b> <b><u>POST NOTICE</u></b>	April 11, 2024 <u>(Board Mtg)</u>
<b>Application Deadline</b>	Friday, May 3
<b>Screen Applications (electronically) –</b> Panel 1 Board Panel 2 Staff	send WECAN link on Monday, May 6 to reply with rankings by Friday, May 10
<i>Call Candidates to Set Up Interviews</i>	<i>May 13-17</i>
<b>Interviews and Determine Candidate and Package – Panel 1 and Panel 2</b> <b><u>POST NOTICE</u></b>	Tuesday, May 28 6:00 pm <u>(Special Board Mtg - closed session)</u>
<i>Call References / Call Candidate and Offer Contract</i>	<i>June 3-7</i>
<b>Board Action on Hiring Business Manager</b> <b><u>POST NOTICE</u></b>	June 13, 2024 <u>(Board Mtg)</u>
<b>New Business Manager Start Date</b>	July 1, 2024