

## Nea Lead Facilitator Selection Process

Presentation to CLCS Board:

May, 2014

- Personnel Committee will conduct interviews under the direction of the ED
- ED will create a job announcement
- Job announcement will be circulated to CLCS Board members for comment
- Job announcement will be posted on EdJoin, Charter School bulletin boards, etc.
- The job announcement will remain posted a minimum of two weeks
- Nea Governing Board shall appoint a representative to review the applications with the ED, to select a group of candidates to be interviewed
- Executive Director will conduct small-group tours of Nea campuses and new site with candidates
- Personnel Committee will interview selected Lead Facilitator candidates
- Personnel Committee will consist of:
  - 7 – 12 members
  - ED
  - A minimum of:
    - One parent
    - One learner
    - One facilitator
    - One Nea Board member
    - One CLCS Board member
    - One community member
  - The Nea Governing Board may choose up to five additional members
- A minimum of four Committee members must be present for an interview to take place
- Nea Governing Board shall appoint the parent, learner, facilitator, and Nea Board member
- The ED shall appoint the community member
- The CLCS Board President shall appoint the CLCS Board member
- Personnel Committee shall recommend a maximum of three unranked acceptable candidates to fill the position to the ED
- ED shall review the Personnel Committee written recommendations, and make a recommendation to the CLCS Board for hiring
- The hiring decision is referred to closed session of CLCS Board for final hiring determination