

# The Proven Pyramid

Steps in Hiring a New Superintendent

10. New superintendent hired. IASB help is available at each step.

Phone consultation with a search consultant throughout the search process.

Present recommended candidates and interview preparation. Optional: Mock interview session.

**9.**Assist in preparing for site visit.

5.
Develop
a list of
recommended
candidates.

Conduct limited background inquires on recommended candidates.

7. Schedule candidate interviews with Board of Education.

Using board/ staff/community input, board develops timeline, announcement, candidate criteria, and salary. Announce
and advertise
the vacancy.
Optional: Additional
advertising (costs
may vary).

Collect
applications and
verify qualifications,
experience, and
licensure of
all candidates.

**4.**Review all applications.
Optional: IASB interviews candidates.

The Illinois Association of School Boards is an equal opportunity employment search agency.

IASB provides executive search processes for the following positions: superintendents, assistant superintendents, business managers, directors, principals and other administrative searches. Pricing is competitive.

Districts receive a "will not exceed" quote.

### Contact us today for details and pricing information:



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A service of the Illinois Association of School Boards



ASSISTING SCHOOL BOARDS IN HIRING TOP-QUALITY LEADERS AND BUILDING EFFECTIVE RELATIONSHIPS.

Superintendents
Assistant Superintendents
Business Managers
Principals
Directors

Being clear about search criteria builds a firm foundation for the project.

## IASB's Advantage:

When you engage IASB's Executive Searches, you get not only a highly qualified lead consultant with whom to work, but an entire team of professionals. We are the only organization whose primary goal is to serve Illinois boards of education and Illinois public schools. Our consultants work closely with IASB staff who provide in-depth knowledge of districts and staff in this state and beyond. This enhances our ability to attract and recruit out-of-state candidates.

IASB is also an active member of the **National Affiliation of Superintendent Searchers** (supported by the National School Board Association). This partnership



allows for direct connections to a national pool of candidates and ensures access to national best practices.

Visit our website **www.iasb.com/executive** to view a list of our recently completed searches.

With IASB's Executive Searches Service, your board is assured a thorough, professional process from start to finish.

- Each search is customized to meet the individual district needs.
- Our dedication to maintaining confidentiality in the search process allows us to attract quality candidates who otherwise might be reluctant to submit an application.
- Our reputation is based on your satisfaction, which is guaranteed.

When the search is over, our service to you continues.

 IASB offers complimentary follow-up training, at no additional charge, for the new boardsuperintendent team up to six months after the employment date.

# Selecting a superintendent is the most important decision you will make as school board members. You determine the policies for your district, but without a talented, personable visionary to translate those policies into everyday management decisions, your policies will be irrelevant. Hiring other key administrators is a crucial component of the superintendent's function. Identifying and finding the right person can consume a considerable amount of time and effort.

It makes sense to choose the most professional assistance possible when making these crucial choices. The Executive Searches service of the Illinois Association of School Boards (IASB) is the most experienced search service in the state. IASB has conducted superintendent searches for member districts for more than 50 years. IASB staff have facilitated hundreds of searches and have been successful placing the majority of superintendents for districts that hire a search firm/consultant. IASB staff is acquainted with the business of how school boards and school districts function; this detailed knowledge is a powerful tool in the evaluation of candidates for superintendent, assistant superintendent, business manager, principal or director positions.

### The Illinois Association of School Boards is your advocate.

It is important to education in Illinois that you have administrators who can best serve you and your district. We offer experience and integrity in helping you achieve your goal.

IASB Executive Searches are coordinated regionally by staff located at our Springfield and Lombard offices.

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