



City of Austin

City Manager

August 10, 2017

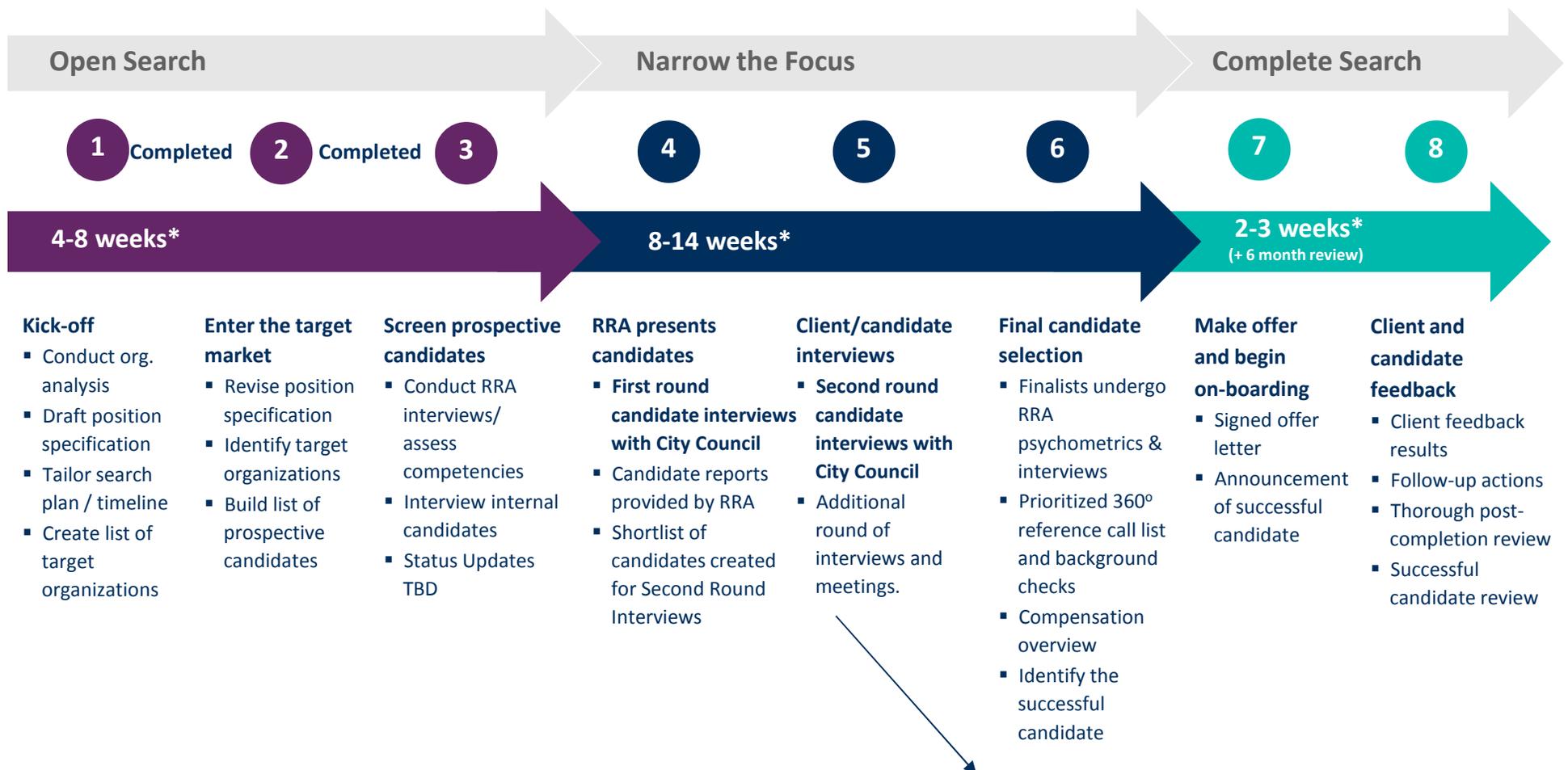
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Search process

With a proven and proprietary approach to finding exceptional leaders, we adapt to your unique needs



*All time periods are estimates only and actual times may vary.

Potential Task Force Committee

Timeline and deliverables

Outlined below is our timeline and deliverables schedule for our City Manager search.*

Date	Deliverables and Action Items	Location or Additional Information
August 8 th	<ul style="list-style-type: none"> Discuss Candidate Profile, feedback, and potential engagement of Task Force Committee 	<ul style="list-style-type: none"> Austin City Council Work Session
August 10 th	<ul style="list-style-type: none"> Receive approval for the Candidate Profile and potential engagement of Task Force Committee 	<ul style="list-style-type: none"> Austin City Council Meeting
Week of August 14 th – Week of September 4 th	<ul style="list-style-type: none"> RRA will contact market Sources and Potential Prospects RRA will begin interviews with Potential Prospects 	<ul style="list-style-type: none"> Candidate Profile will be posted online
Week of September 11 th	<ul style="list-style-type: none"> RRA to meet with City Council to provide a search update Ongoing market outreach and RRA interviews 	<ul style="list-style-type: none"> Meeting to take place In person or by phone Date, Time, and Location TBD
Week of September 18 th – Week of September 25 th	<ul style="list-style-type: none"> Ongoing market outreach and RRA interviews 	<ul style="list-style-type: none"> NA
Week of October 2 nd	<ul style="list-style-type: none"> RRA to meet with City Council to provide a search update and information regarding interested Prospects City Council will review Prospects to interview Ongoing market outreach and RRA interviews 	<ul style="list-style-type: none"> Meeting to take place in person or by phone City Council will have access to confidential Prospect resumes and reports
Week of October 9 th – October 16 th	<ul style="list-style-type: none"> City Council First Round Interviews with Candidates Ongoing market outreach and RRA interviews as necessary <ul style="list-style-type: none"> RRA background checks 	Date, Time, and Location TBD
Week of October 23 rd	<ul style="list-style-type: none"> Additional City Council First Round Interviews with Candidates if needed <ul style="list-style-type: none"> Shortlist of candidates created for second round interviews RRA to begin referencing Candidates may be asked to take additional cultural examination. 	Date, Time, and Location TBD
Week of October 30 th – November 6 th	City Council Second Round Interviews with Candidates**	Date, Time, and Location TBD
Week of November 6 th – December 5 th	Final Candidate Selected City Council votes to approve and appoint new City Manager	Date, Time, and Location TBD

Note: Public involvement level can be tweaked based on input from City Council.

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** Potential for Task Force Committee involvement.

RRA team and search contact information

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