



## ESTIMATED SEARCH TIMELINE



Date Start	Date Compl.	Action	Details	Responsible Party
4/25/2011	5/23/2011	Search Committee Established	See committee roster at WEBLINK	Board
4/30/2011	4/30/2011	Request for Proposals for Search Firm Issued to 15 Search Firms	See RFP at WEBLINK	Search Committee
4/30/2011	6/10/2011	Selected SIMA International based on a review of the 3 proposals received, interviewing the search firms, performing a thorough reference check, and reviewing additional information.	Received proposals from the following firms: Keystone Consulting, Inc., Paideia, Inc., and SIMA International.	Search Committee
6/13/2011	6/13/2011	Survey Launched		Search Committee and SIMA
6/29/2011	6/29/2011	Survey Closed and Results Compiled	See summary of results at WEBLINK	SIMA Team
6/30/2011	6/30/2011	Survey Debriefing Call with Santiam		Search Committee and SIMA Team
7/6/2011	7/6/2011	Santiam Search Committee Meeting and SIMA Introductions		Search Committee and SIMA Team
7/7/2011	7/8/2011	Interviews with Santiam Community Conducted		SIMA Team
7/8/2011	July, 2011	Follow up Phone Interviews Scheduled and Conducted		SIMA Team
August, 2011	August, 2011	Opportunity Profile Developed and Submitted to Search Committee		SIMA Team
August, 2011	August, 2011	Opportunity Profile Reviewed, Revised, and Approved by Search Committee		Search Committee and SIMA Team
September, 2011	September, 2011	Opportunity Profile Added to Santiam Website	See Opportunity Profile at <a href="#">(when available)</a>	SC Staff
September, 2011	September, 2011	Advertising Plan Developed, Approved, and Implemented		Search Committee and SIMA Team
September, 2011	October, 2011	Critical Requirements Developed, Approved, and Presented		Search Committee and SIMA Team
September, 2011	December, 2011	Source Candidates	Progress Reports Provided Monthly	SIMA Team
December, 2011	December, 2011	Search Committee Reviews Candidates as they are identified		Search Committee
December, 2011	January, 2012	SIMA Benchmarking Interview with Narrowed list of 4-5 Viable Candidates		SIMA Team
December, 2011	January, 2012	Preliminary Reference Checks on Viable Candidates		SIMA Team
January, 2012	February, 2012	Progress Report to Search Committee and Further Narrowing of Candidate Pool		SIMA Team
February, 2012	February, 2012	In-Person Interviews with Semi-Finalist Candidates	Prepare candidate packages, interview guides, and travel arrangements	Search Committee and SIMA Team
March, 2012	March, 2012	SIMA Motivated Abilities Patterns on Finalists		SIMA Team
March, 2012	March, 2012	Reference Checks and Background Checks on Finalists		Search Committee and SIMA Team
March, 2012	March, 2012	Second Round of Interviews (if necessary)		Search Committee
April, 2012	April, 2012	Search Committee to Nominate the next Superintendent of Santiam Christian Schools for Board Approval		Search Committee