

## HIRING COMMITTEE

**OBJECTIVE:** To interview prospective candidates for leadership positions within the city of Crest Hill Municipal Government.

The committee shall consist of the Human Resource Director and an elected official from each ward to interview candidates for vacancies within the city for positions City Administrator, Public Works Director, Economic Development/Community Development, Financial Director, and Police Chief (if vacant). Their duties are to select the best candidates to bring forth to the council for final interviews and recommendation to be hired into the vacant position.

The committee for filling the Human Resource Director position shall consist of the City Administrator and an elected official from each ward to interview candidates for the position of Human Resource Director. Their duties are to select the best candidates to bring forth to the council for final interviews and recommendation to be hired into the vacant position.

This hiring format will supersede any current hiring guidelines (if any) that are in place.

The reason for bringing forth this change is the city of Crest Hill currently has Four (4) vacancies in key leadership positions and has not been able to hire anyone to fill the vacancies.

This change is a change for good government practices and policies replacing old archaic practices that lead to corruption and mismanagement.

This format could also replace other committees currently using the archaic practice that is currently in use.

All elected officials working on these committees shall receive compensation at the council meeting rate of pay only for meetings that are held and attendance at the scheduled meeting.

If for any reason a special meeting is called than the compensation shall be at the council meeting rate plus half of the council meeting rate.

ALL GUIDELINES FOR EVERY COMMITTEE SHALL BE IN WRITING AND STORED IN A SAFE CONFIDENTIAL LOCATION WITHIN THE CITY CLERKS OFFICE. ANY changes or amendments to this document must be written and attached to this document by date of change and section to be changed. ANY provisions of other committees being replaced by this format shall be written and attached by date of change and section to be changed.