



# City Manager Recruitment Process

Council Work Session

May 19, 2025

# Recruitment Options

- National Search Firm
- Internal HR Process
- Hybrid (HR + Firm)
- Internal Promotion



# Comparison Summary

Options	Pros	Cons
Search Firm	Broad reach, transparent	High cost, lengthy timeline
Internal HR	Low cost, internal control	Limited outreach, impact on staff
Hybrid	Balanced, flexible	Moderate to high cost, requires additional coordination
Internal Promotion	Short timeline, stability, no recruitment costs	Narrow pool, perceived lack of transparency

# Budget and Timeline

## Budget

- Depending on the option selected, up to \$50,000 in recruitment costs

## Timeline

- Between 4 weeks and 6 months depending on method

# Community Involvement

- Customized dependent on the recruitment method
- Variety of options to consider



# Potential Timeline

## Task

## Completion Date

RFQ sent to search firms

Deadline for submitting proposals

Award of Contract

Phase 1 – Profile & Recruitment Strategy

Phase 2 – Recruitment

Phase 3 – Selection

Selected Candidate Start Date

Option 1 & 3

Option 2

Option 4

May 2025

June 2025

July 2025

Aug-Sep 2025

October 2025

Nov-Dec 2025

January 2026





Questions?