

## Search Support

The Search Support is an excellent opportunity to take advantage of the strengths of our process and experience. Hawes Partners provides administrative support to your internal search and hiring process. We carry out initial screening and processing of applicants. We acknowledge all applicants, and provide all candidates with closure during and after the search. This attention and value shown to people pays significant dividends of good will and professionalism.

In this model, Hawes Partners make recommendations to you as to the potential relative strengths of candidates based on the written applications, preliminary interviews and based on our expertise of candidate selection and our assessment methodology. This type of package is designed to meet the specific needs of public bodies and organizations that may have closed or restricted candidate sources. These clients place great importance on the requirements of impartiality and transparency throughout the assessment and selection process.

For the Search support, our process is as follows:

1. **Understand Your Needs.** We will meet with your search committee and interview members of your senior management team to ensure that we have a thorough understanding of the needs, goals, and culture of your organization. Based on these discussions, we will develop a list of candidate qualifications and search parameters. We tailor the process to your needs, produce a detailed plan and schedule and issue the Candidate Information Brief.
2. **Candidate Identification.** By means of either an advertising campaign or your own internal candidate identification process, we will have a group of applicants to work with.
3. **Candidate Processing and Recommendation.** We will identify from the field of suitable candidates those few that most closely match your needs and culture and from these, to assist you to select the ideal candidate for you. This involves resume screening to produce a shortlist recommendation that you can interview. We would generally have no direct contact with the candidates. We can carry out reference checking.

Our Executive Search Services brochure gives full details of our search process. To request a copy of our brochure or for more information on our search process, please contact us .