



Which Service is Right for Us?

To help assess which service is best for your organization, see what is included in each option!

Service Options:	Search Assistance	Full Executive Search
Develop/Enhance the Job Description		✓
Develop Performance Metrics		✓
Engage Stakeholders to Define Success	✓	✓
Research Current Market Compensation		✓
Research "Competition" for Candidates		✓
Develop Networking and Advertising Plan	✓	✓
Advertise	✓	✓
Access List-servs, Networks, and Leverage Social Media	✓	✓
Email KEES Contact Database with Target Messaging	✓	✓
Access Candidates (phone/in-person calls) to Network the Position	✓	✓
Review of Resume/Cover Letter/Supplemental Submissions	✓	✓
Review of Supplemental Information (job specific and candidate specific)	✓	✓
Screen via Phone	✓	✓
Screen via Additional Research and Evaluation	✓	✓
Present 3 - 5 Phone-Screened Finalists	✓	
Interview - in person		✓
Present 3 - 6 Fully Screened and Interviewed Candidates		✓
Facilitate Rounds 1, 2, and 3 (if needed) of Interview and Evaluation of Finalist(s)		✓
Due Diligence: Background Checks and Reference/Onboarding conversations		✓
Facilitate the Offer Process		✓
Communicate with all Applicants		✓
Advise Leadership on Initial Onboarding		✓
DiSC Stylistic Assessment and Discussion		✓
Regular Conversations Regarding Progress and Performance		✓
Full One-Year Success Guarantee		✓