



LESTER CONSULTING GROUP, INC.

Connecting People with Possibilities



**President Search Committee
Meeting #3- Meeting Summary**

Thursday, December 14, 2023 - 4:00 – 5:00 via Zoom

Present: Tere Canida (Chair), Judy Chamberlain, Kelby Woodard, Bryan Froehle, Samara Quinones, Mane Costa-Smith

- Results of the Stakeholder Survey and Community Leader Interviews were shared with the Search Committee. The consultants will use the insights from the survey and interviews to help create the Position Announcement and the Candidate Profile, so as to truly reflect the skills and leadership qualities identified as priorities by the Cristo Rey Miami community.
- The consultants reported that drafts of the Position Announcement and Candidate Profile have been shared with the Board of Trustees and Search Committee chairs for review. Upon approval, these will be shared widely via advertising and posting on the School's website.
- An email will be sent to all CR Miami constituents (parents, faculty/staff, CWSP, board members, donors, etc.) the week of December 18 to provide an update on the search process, including general feedback from stakeholders. The email will also contain links to the Position Announcement (1 page) and the Candidate Profile (5 pages.)
- The consultants reviewed upcoming steps in the search process, specifically the Source phase. LCG will advertise the position locally and nationally, but expects that most candidates will be found and developed through personal outreach in January. Community Leader Interviews and Stakeholder Survey responses surfaced names of possible candidates and *sources* of candidates. In January the consultants will be contacting these people to share information about the position and the application process. The consultants stressed the importance of the Search Committee and the greater Cristo Rey Miami community sharing information about the position with possible candidates and spreading the word in their personal and professional networks.
- The Search Committee was given a list of dates to hold for future activities, including semi- finalist and finalist interviews. Applications are due February 9 or until a suitable candidate is identified. Interviews are scheduled to take place in late-February and March.

