

RECRUITMENT OF A CHIEF EXECUTIVE OFFICER

PURPOSE

Recruitment of the Chief Executive Officer is the responsibility of the City of Lethbridge Library Board as the CEO is the only employee reporting directly to the Board.

PERSONS AFFECTED

Board Trustees

POLICY STATEMENT

It is the policy of the Board to recruit the best qualified person available. The position must be filled via a competitive process, either internal or external, as the Board determines by a majority vote.

RESPONSIBILITIES

The Board forms a CEO Search Committee comprising no fewer than three Board Trustees. The committee members select a Chair.

The Board may give broad directions to the Search Committee (external or internal competitive process for example). The Board may authorize the Search Committee to retain the services of a professional search company to assist with the search.

The Board will consult with the City Manager and City People & Culture in regards to the employment contract.

REVISION HISTORY

- September 9, 2015. New Policy
- June 13, 2018: Revised
- April 14, 2021: Revised
- October 9, 2024: Revised