

# City Auditor Recruitment Options

The City Commission has several options to fill the vacancy of the City Auditor:

1. Contract with a recruitment firm to perform a national search with a formal process. Eight firms were contacted to inquire as to their interest in providing a quote for the work. The summary of these contacts is attached. Six of the eight firms declined to provide a quote.
2. Have the City's Human Resources Department conduct a recruitment by posting the position for a designated period of time. A recruitment strategy plan will need to be developed to include posting sites, candidate vetting procedures, Interview process, selection process, job offer negotiations, and timeline.
3. Fill the vacancy by a direct selection of the majority of the City Commission. If members of the Commission are aware of a qualified person who is interested in the position, the Commission can vote to offer the position without a formal process. Terms of employment would need to be decided prior to the offer (i.e., salary rate). In such case, it is recommended that a staff person or persons be identified to negotiate with the candidate.
4. Outsource the function of the City Auditor. The City Commission could decide to hire an outside firm to perform the function of the City Auditor.
5. Place an Interim or Acting City Auditor while the Commission decides how they would like to proceed with a long-term placement. This is the current circumstance but is by nature temporary and not intended to extend for a long period of time.