

## Clackamas County Vector Control District Executive Director Recruitment and Hiring Process

<b>January 13, 2026*</b>	Informational Meeting with Board of Directors
<b>February 10, 2026*</b>	Board discussion of scope of work, timeline, position description, salary, and advertising sites
<b>March 2, 2026**</b>	Board approval of updated timeline, position description, salary, and hiring methodology
<b>March 5, 2026</b>	Recruitment Period Opens, SDAO posts job description, position announcement and application on SDAO classifieds and other advertising sites as approved by Board
<b>March 26, 2026</b>	Recruitment Period Closes
<b>March 30, 2026**</b>	SDAO to prescreen applicants and facilitate the Board of Directors interview selection process
<b>April 13, 2026**</b>	Virtual Stakeholder Interview process
<b>April 27, 2026**</b>	In-person Board of Trustees finalists' interviews
<b>May 12, 2026*</b>	Conditional job offer - criminal history, reference, and background checks (actual date of conditional offer based on Board decision)
<b>June 9, 2026*</b>	Final job offer presented (actual date of final offer based on Board decision)
<b>July 1, 2026</b>	Executive Director start date

\* Regularly scheduled Board of Directors meeting

\*\*Special Board of Directors meeting