

# Multnomah Education Service District

Code: **GCC-AR**  
Adopted: 4/7/82; 1/25/91  
Amended/Readopted: 11/28/11  
Orig. Code(s): 3910-1, 3910-1A; 3910-2

## **Recruitment of Staff**

### **Recruitment and Selection of Staff**

1. MESD will utilize external recruitment sources in addition to in-house posting of vacancies that will reach potential applicants including minorities unless there is a compelling reason to do otherwise as proposed by the appropriate Cabinet member and as determined by the Director of Human Resource Services.
2. The selection committee will consist of a Chair who must be an MESD supervisory employee, and any other individuals selected by the Chair. The selection committee members must remain the same throughout the selection process.
3. The selection committee will develop job related interview questions subject to approval by the Director of Human Resource Services or designee, to be used with all applicants who are interviewed. The questions will correlate with the criteria listed on the applicant rating sheets.
4. The selection committee shall proceed according to the hiring procedures (modified as required) established by the Director of Human Resource Services.