



DATE: June 5, 2023
MEMO TO: Gina Roberts, Chair
Finance Committee
FROM: Mary E. Kann
Director of Administration

RECOMMENDATION: Approve a contract for recruitment services to Evolve Talent, in an amount not to exceed \$28,000.00.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: Funding for recruitment services was approved as part of the adopted FY 2023 Budget, under Consulting account 11354000-701500.

BACKGROUND: The District has undertaken two unsuccessful recruitments to fill the position of Major Gifts Manager. Therefore, the District would like to engage Evolve Talent for the recruitment of this position. Under Personnel Policies & Procedures 2.4 – Personnel Recruitment Procedures, employment agencies may be utilized for recruitment if approved by the Finance Committee. Due to the currently strained labor market, along with the District’s desire to ensure a wide-reaching recruitment effort, plus the specialization of the fundraising field, engaging a recruitment firm is the District’s best option to ensure the strongest applicant pool.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Director of Community Engagement & Partnerships, Executive Director of the Preservation Foundation, Manager of Human Resources & Risk, Corporate Counsel.

MOTION: Motion to approve a contract for recruitment services to Evolve Talent, in an amount not to exceed \$28,000.

APPROVAL:

Date: _____ Roll Call Vote: Ayes: ____ Nays: ____
 Voice Vote Majority Ayes; Nays: ____