

# Don't Stop Believing in Hiring Excellence: Hiring 101 as told by the Rock Band Journey

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# Overview

- Defining recruitment needs
- Identifying the right candidate pool
- Creating an effective job posting
- Leveraging social media and other channels
- Screening and interviewing candidates
- Asking the right questions
- Do your due diligence
- Making the final offer
- “Handouts”



*“just a small-town girl...livin’ in a lonely world...”*



## Defining Recruitment Needs

- Assessment based on student enrollment and program requirements
- Specific positions/specific people
- Review qualifications and desired experience (consider any unique requirements or skills needed for specialized programs or initiatives)
- Collaborate with relevant stakeholders to define recruitment priorities

*“any way you want it, that’s the way you need it...”*

## Identifying the Right Candidate Pool

Relevant Sources

Recruitment Websites

Professional Networks

Internal Talent

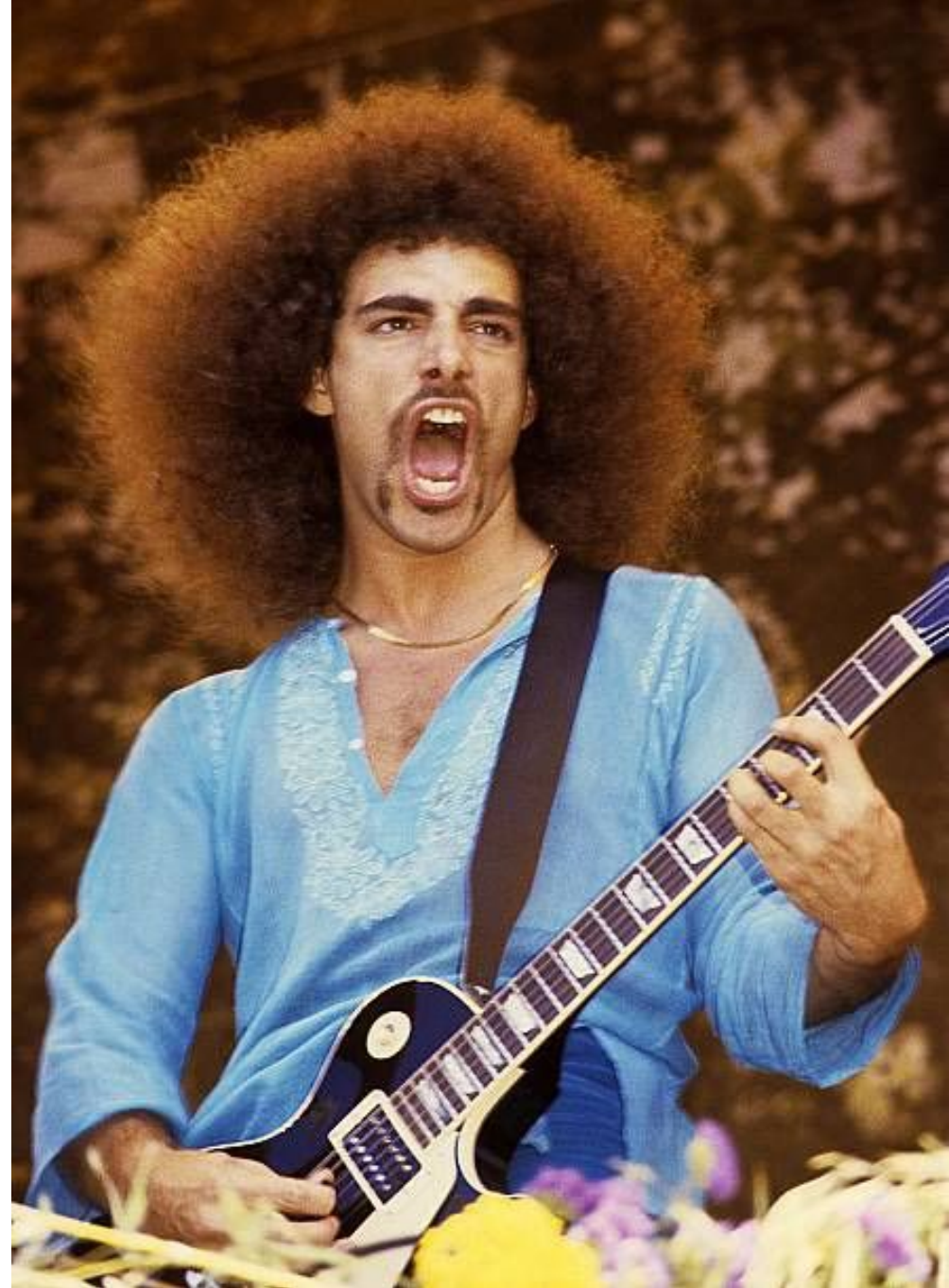


*“separate ways...”*

# Creating an Effective Job Posting

Remember to SHOCK job seekers!

- Showcase
- Highlights
- Overt
- Concise
- Keywords



*“so now I come to you, with open arms...”*

## Leveraging Social Media & Other Channels

Harnessing the power of social media platforms

Engaging with education-focused communities and groups

Collaborating with educational institutions and associations



*"who's crying now..."*

# Streamlining the Selection Process

Establish

Implement

Conduct



*“just a city boy, born and raised in South Detroit...”*

## Asking the Right Questions

- Preparing a set of relevant and insightful interview questions
- Balancing between behavioral, situational, and job-specific inquiries
- Probing for candidate's experiences, problem-solving skills, and alignment with school values





*“wheels go 'round and 'round, you're on my mind...”*



## Do your Due Diligence

- Requesting and contacting professional references
- Conducting background checks and verifying credentials
- Ensuring compliance with legal and regulatory requirements

*"the wheel in the sky keeps on turnin'..."*

## Making the Final Offer

Review Qualifications/Fit

Determine Compensation

Extend Offer/Negotiate

Provide Clear Timeline





Board



Playlist



Executive Director

# “Handouts”

Q& A



Thank you &  
Happy Hiring!

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Presenter Evaluation

Meridian H

