

**Position**

**Date**

**Interview Schedule**

**Candidate 1**

**Host Name**

9:30am-10:45am Community Tour

10:45am-11:45am Meet with subject matter experts Location

11:45am-12:00pm Break

12:00pm-1:00pm Lunch

1:00pm-2:30pm Search Committee Location

2:30pm-3:00pm Break and set up for presentation

3:00pm-3:30pm Open Forum Location

Presentation and Q&A

3:30pm-3:45pm Break

3:45pm-4:45pm Meet with Vice Location

President

Open Forum Presentation Topic:

(The presentation should be 15 minutes. The question and answer portion will last 15 minutes).

Candidate’s Name,

Phone number

Host’s Name,

Phone number

Name, Selection Search Committee Chairperson

Job title, Department Name

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