



The Hiring Process:

We take filling this role very seriously. Our philosophy is to find the **right person** for the **right role**, ensuring both competency and a strong cultural fit within our team. We foster a collaborative, transparent, and solution-focused environment, and we're looking for someone who thrives in that atmosphere. This means open communication, valuing diverse perspectives, and working together to achieve success.

Our interview process is designed to be informative and engaging. You'll have the opportunity to learn as much about us as we do about you. We understand your time is valuable. We'll strive to be efficient while ensuring a comprehensive evaluation. This process will allow both the City and you to determine whether your skills and goals align with the role and team.

Here's what you can expect during the hiring process:

- A thorough review of your application materials.
- A mix of phone, virtual, video, and in-person interviews, allowing you to showcase your skills and experience.
- A chance to meet with various members of the team and learn more about our culture and the role.
- You may be asked to complete assessments to evaluate your qualifications for the role. This could include a skills assessment, a situational judgment test, a writing sample, and/or a personality profile, depending on the specific requirements of the position.
- Open and honest communication throughout the process. We'll keep you updated on the status of your application and provide feedback whenever possible.
- While we can't provide a specific timeframe, we aim to move qualified candidates through the process efficiently.

We believe our commitment to finding the best candidate to serve our community is exemplified by a thorough hiring process. This process may be longer than is typical, but it ensures the best outcome for both the City of Richland Center *and* the applicant, allowing you to make a significant contribution to our success. We appreciate your patience and encourage you to apply if you possess the skills and experience we're seeking, along with a passion for this kind of work environment.