

CANDIDATE ASSESSMENT TOOL – DIRECTOR, FINANCE AND RESOURCES DEVELOPMENT

KEY ASSESSMENT AREAS WHERE CANDIDATES MUST VALIDATE PROFICIENCIES BEFORE HIRE: Fund Raising; Grant Research and Writing; Resources Development; Event, annual giving campaign, and capital campaign management, etc.

ASSESSMENT	1	2	3	4	5	6	7	8	TOTAL
CANDIDATES	Submission in Microsoft Word of two-(2) Fund Raising Campaigns; two-(2) approved grant writing events; two-(2) resource development campaigns; and two-(2) capital improvement campaigns.	Submission of four Microsoft PowerPoint presentations, each including audio and video content: one-(1) Fund Raising Campaign; one-(1) approved grant writing event; one-(1) resource development campaign; and one-(1) capital improvement campaign.	Submission of a video (MP4, MOV, or DVD) of the candidate speaking before a public audience (no less than 10 people) on a subject matter pertaining to children, or families, or education.	Submission of Microsoft Excel documents that: (a) validate no less than three-(3) consecutive years achieving strategic business unit objectives and sustainability; (b) validate budget management; (c) validate achievement of resource development; capital improvement; and increasing volunteer staff and related support.	Submission of no less than five-(5) anecdotal comments and references from employees, peers, and immediate supervisors validating candidate has successfully supervised and motivated direct reports (staff) and volunteers.	Submission of no less than five-(5) anecdotal comments and references from employees, peers, and immediate supervisors validating candidate has successfully built teams, and worked as an integral member of a team that identifies, researches, and tracks donations of major gift and prospects.	Submission of documents validating candidate has directly trained, supported, and achieved strategic fund-raising goals for: creating board committees; and for Public Relations training for all Board members.	Education equivalent to Bachelor's Degree in Marketing, Public Management and Policy, or related field.	
1. CANDIDATE A	1	1	1	1	1	1	1	1	8
2. CANDIDATE B									0
3. CANDIDATE C	1	1	1		1	1			5
4. CANDIDATE D	1	1			1		1		4
5. CANDIDATE E		1		1	1		1	1	5
6. CANDIDATE F									1
7. CANDIDATE G		1		1	1				3