

Timeline for Permanent Executive Director of Children's Services Appointment

Dates	Activity
Late February 2024 TBC	Advert out for 4 weeks (exact date will depend on publication)
After Easter 2024 TBC	Advert closes Longlist report to be sent to Council by 9 th April 2024. HR will distribute to panel members.
Wednesday – 17th April 2024 (9:00am-10:30am)	Longlisting – Leaders Office – The Cube in Corby
18 th - 24 th April 2024	Technical Interviews + Candidate Videos – candidates to provide a video about themselves (as we did for CEX process). Penna to arrange with candidates and share technical interview reports/video links with Council by 25 th April at the latest.
Thursday – 2nd May 2024 (12:00am-1:30am)	Shortlisting - Leaders Office – The Cube in Corby
Between 3 rd and 20 th May 2024	Face to face meetings with Chief Executive and the Leader + office tour
Tuesday 21st May 2024 (all day) DAY 1 – STAKEHOLDER PANEL INTERVIEWS	<ul style="list-style-type: none"> • Member Panel – (45 mins) • CLT Panel (30 mins) • Partner Panel (including headteachers) – (45 mins) • Children and Young People's Panel (30 mins) <p>NB – Main Panel members not required on this day and feedback will be provided from the stakeholder panel prior to the interviews on 21/5/24.</p>
Wednesday – 22nd May 2024 DAY 2 – MAIN INTERVIEW PANEL (All day)	Final Interview <ul style="list-style-type: none"> • Main Interview Panel - (1-1.5 hours) - Executive Room at The Cube in Corby
23 rd May 2024	Objections Process
Late May 2024 - TBC	Conditional offer and pre-employment checks undertaken. External Comms
Late May 2024	Communication regarding the appointment - (after conditional offer – needs to be agreed with successful candidate).