



Tradition Search Partners Communications to the Community

We suggest the following communications to the community. We will update this list with contents of each sample communication in the coming months.

Phase 1: Research

- Informing the community about the transition
- Informing the community about the search
- Invitation to participate in research
- Invitation to comment on priorities and job description

Phase 2: Advertising

- Announcing the posting of the position
- Monthly update to the community during the advertising period

Phase 3: Selection

- Monthly update to the community during the selection period
- Invitation to the community to participate in upcoming finalist visits

Phase 4: Hire and Transition

- Announcement of a hire
- Invitation to participate in upcoming transition visits

Last updated May 2022.