

# Asian American Resource Center



**Culture and Arts Education Manager  
Hiring Process FY18**

# Mission and Vision

**Vision:** Empower Austin's diverse communities through cultural understanding and life-enhancing opportunities.

**Mission:** Provide spaces, services, programs and resources through an Asian American Pacific Islander (AAPI) perspective.



## Presentation Goals

- I. Update on Recruitment
- II. Desired Outcomes
- III. Process
- IV. Outreach
- V. Timeline



# Update on Recruitment

Posted: TBD

Will Close: TBD

Advertised on:

- City of Austin Website
- Texas Association of Museums
- Association of Asian American Studies
- National Association of Ethnic Studies



# *DESIRED OUTCOMES*

1. Conduct a hiring process that is transparent
2. Involve the community in an appropriate manner
3. Comply with Municipal Civil Service regulations
4. Select the best candidate for the job.



# PROCESS

1. Recruitment Application: Preferred Qualifications require subject matter expertise in Asian or Asian-American history and/or visual arts and programming experience related to Asian and/or Asian American cultures.
2. Conduct focus groups with community to collect feedback regarding desired characteristics of the new leader: early June. Surveys also available
3. Craft questions to include community feedback and preferred qualification technical skills
4. Conduct phone interviews to cull the pool of 40+ candidates: skill and technical questions
5. Interview panel will include community members from Asian American Communities: combination of character and skill/technical questions
6. Final interview panel with Executive Staff
7. On the same day, Public Meeting to meet and greet finalists; public will fill out evaluation card counted as part of the total score.

# TARGET DATES

**Application period: May 16-June 17, 2018**

## **Public meetings:**

Monday, June 4, 7pm-8:30pm

TBD.

Thursday, June 7, 7pm-8:30pm

AARC

Saturday, June 9, 10am-11:30am

AARC

**Opinion Board at the AARC: June 4-7**

**Online Survey: May 16-June 9**

## **Interviews:**

- Interviews begin: Week of June 25-July 20
- Public meeting and final interview: Week of July 9th
- Top candidate selected: July 15th
- Top Candidate begins: Mid to late August 2018



# Contact Information

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