



## President Search Application Procedure

### Application Procedure

Nominations and applications will be accepted until the position is filled. However, to ensure full consideration, individuals should submit a complete application packet prior to October 31, 2011. This is a confidential search process.

To apply, please submit these four (4) separate documents:

1. A letter of application that succinctly addresses the challenges and opportunities identified and how your experience and professional qualifications prepare you to serve the needs of Chabot College (not to exceed 5 pages).
2. A current resume including an email address and cellular telephone number.
3. A reference list with the name, home and business telephone numbers, and email address of eight (8) references: three (3) supervisors (including one board member), two (2) direct reports, and three (3) faculty members from current or former institutions.
4. Candidate Cover Sheet which is a one-page synopsis of your professional career. You will find the Candidate Cover Sheet template posted at: [www.clpccd.org/HR](http://www.clpccd.org/HR)

These four (4) documents will be the only application information presented to the President Search Advisory Committee.

**Go to [www.acctsearches.org](http://www.acctsearches.org) to apply.**

In addition, you must send a paper copy of your complete application packet to:

Chabot College - President Search  
ATTN: Dr. Narcisa Polonio  
ACCT  
1233 20th St. NW, Suite 301  
Washington, DC 20036

For additional information about the position, visit the district's website at: [www.clpccd.org](http://www.clpccd.org)

For confidential inquiries or to make a nomination, please contact:

Dr. Pamela Fisher, ACCT Search Consultant  
[pamfisher@bresnan.net](mailto:pamfisher@bresnan.net) or (406) 570-0516

or

Dr. Narcisa Polonio, Vice President  
Board Leadership Services, ACCT  
[npolonio@acct.org](mailto:npolonio@acct.org) or (202) 775-4670 or (202) 276-1983 (cell)

*It is the policy of the Chabot-Las Positas Community College District to provide equal opportunity in all areas of employment practices and to assure that there shall be no discrimination against any person on the basis of sex, ancestry, age, marital status, race, religious creed, mental disability, medical condition (including HIV and AIDS), color, national origin, physical disability, family or sexual preference status and other similar factors in compliance with Title IX, Sections 503 and 504 of the Rehabilitation Act, other federal and state non-discrimination regulations, and its own statements of philosophy of objectives. The district encourages the filing of applications by both sexes, ethnic minorities, and the disabled.*

**\* AN ACCT SEARCH \***  
**[www.acctsearches.org](http://www.acctsearches.org)**