

INFORMATION TO APPLICANTS

Community College Southland Manager
September 2019



Application process

Indicative timeline and activity of the recruitment process

September	Position advertised, applications accepted
September 20	Applications close
By October 04	First interviews completed in Invercargill
By October 04	Initial reference checks for selected applicants
By October 11	Second interviews conducted in Invercargill
By October 18	Involvement of selected candidates with College activity, further discovery
By October 23	Offer made to successful candidate, employment agreement signed
November – December	Manager commences induction programme at selected College sites
December	Manager operating in Community College Southland

Documents supplied

- This document outlining the application and recruitment process
- Community College application form
- Information for applicants: status of Community Colleges NZ
- Position description

Document requirements

- Covering letter
- Completed Community College application form
- Any other information you wish to include
- **Applications close 20 September 2019**