

President Search

Listening Session Guidelines



WittKieffer looks forward to hearing your thoughts about the search for the next President at Buffalo State University. We expect that our time together will be packed with important content, and thus we don't want to take up too much time with introductory remarks. In order to make the most of our conversation, we offer the following guidelines.

While we invite you to take the conversation in any direction you would like, you should know the key input we seek. We organize our notes into three critical categories:

- **The agenda for the new President:** What are the most important opportunities and the greatest challenges your new President will face and how will you judge their success?
- **The description of the ideal candidate:** What experience, credentials, skills, and personal qualities do you seek in the President that will address the challenges and opportunities they will face?
- **The main reasons qualified individuals would pursue this role:** Why should someone want to be the President at this moment in time?

While we will be prepared to answer your questions about the searches and our role, our main purpose in these conversations is to listen to you and your colleagues. Below are guidelines to make that process most impactful.

- We use the information we gather to draft a leadership profile. This is our principal marketing document and is shared broadly with potential candidates and with the general public. It also provides the criteria a search committee will use to evaluate the candidates. As you can see, this is a critical resource for our process and is the direct beneficiary of your thoughts and comments.
- We do not attribute the input we receive to individuals. As far as we are concerned, what is said in the meeting stays in the meeting.
- We do not seek to build consensus in any of the conversations we will moderate. We are interested in your individual opinion. Please feel free to build on others' comments or contradict them. We learn from all of the above. As in any meeting, the less redundant you can bring yourself to be, the more time we will have for original thoughts.
- If introductions aren't made at the beginning of our meeting, please introduce yourself, your role at Buffalo State University, and how long you have served the institution when you speak. We will do our best to ensure everyone is heard.

We hope that these simple guidelines will make for a pleasant and productive conversation. We are very much looking forward to getting to know you and learning more about Buffalo State University and this pivotal role.