

## grow+

Trilogy's effective, creative approach is designed to recruit your ideal leader.

Imagine what your organization could become with a visionary leader who can strategically transition from what exists to what can be.



Trilogy Search Non+Profit is a retained executive recruitment firm passionate about discovering and placing multi-faceted leaders of profound integrity. Our integrated perspective and network of resources span both for-profit and philanthropic organizations.



Founding partner **Chuck Pappalardo** brings more than 25 years of recruitment insight and experience to the executive search process. Specializing in C-level searches and building executive management teams for technology, clean technology, life sciences, non-profit, and philanthropy clients, Chuck has worked with such organizations as Amgen

Inc., EdSource, Education Sector, Humanity United/Omidyar Network, Ice-Energy Inc., inVentiv Health, New Door Ventures, The William and Flora Hewlett Foundation, and Thermo Fisher Scientific Inc. Prior to founding Trilogy Search Non+Profit, he was a partner and managing director with Christian & Timbers, now CTPartners, in the Cleveland and San Francisco Bay Area offices.

A respected leader in the retained search industry, Chuck has been quoted in the *Silicon Valley/San Jose Business Journal*, *San Francisco Chronicle*, *Fast Company*, *Wall Street Journal*, *Workplace Management*, *Forbes.com*, *E-Commerce Times*, *CIO*, *Philanthropy Journal*, and *The Chronicle of Philanthropy*, among other publications. He has also been interviewed on NPR.

Chuck currently serves on the board of Book Trust, a nonprofit that provides underprivileged children with the opportunity to choose, own, and delight in books.

*"I want to express my deep appreciation to Chuck not only for the result, but for the process that led to it. Chuck did a great job in talking broadly to people in the education field, checking out and luring in candidates and holding their hands."*

**Paul Brest**  
Past President,  
William and Flora Hewlett Foundation

*"Given that nonprofits are increasingly looking for candidates with passion for the mission and programs, as well as business savvy, Trilogy's experience and networks in both the for profit and nonprofit sectors are tremendous assets."*

**Alexa Culwell**  
Founder & Managing Director,  
Philanthropy Futures  
Visiting Practitioner, Stanford University

# Interviewing + Hiring a Search Firm

Just as you would reference a candidate, you should complete references on the search firm you're considering hiring.

Most of the popular measures of a search firm's success are not necessarily meaningful. For example, how long a search takes, a common standard of achievement, is not always telling. If all searches took a very long time—6 months or more—that would be significant. But, in some instances it just takes time to find the right candidate.

There are more meaningful metrics for assessing your search firm and its ability to conduct a successful search. The questions below, asked of the firm's past clients, will lead to a confident decision.

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*Did the firm suggest to you the right types of candidates? How quickly did this happen? How creative was the firm in identifying candidates? Was the firm able to generate interest from the candidates?*

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*Were you comfortable with the firm acting as an ambassador on your behalf? Did the firm accurately communicate the position and your organization?*

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*Did the firm provide insight into the market (what is the best possible candidate the client can hire under the parameters of the opportunity) so the client could make a well-educated decision on the most appropriate candidate?*

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*How well did the firm deliver what was promised?*

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# Our Methodology

With creativity, thoughtfulness, and care, we adhere to an exacting protocol that sets your expectations and drives the mission forward.

## PHASE I: Strategy & Research (Weeks 1 - 2)

- 1 Trilogy and client discuss vision, strategy, culture and short-/long-term goals.
- 2 Specific behavioral screening questions are developed, along with a profile that captures the essence of the ideal candidate.
- 3 Research is conducted, drawing on 2,500+ sources of content from more than 30 information providers; national and international networks that cross all sectors are engaged. We look among both the obvious and the uncommon.

**Outcome: Focused, collaborative, and dynamic search process that uncovers outstanding candidates.**

## PHASE II: Selection & Due Diligence (Weeks 3 - 8)

- 4 Filtering begins and the field narrows. Trilogy serves as client ambassador, ensuring that candidates have a clear understanding of the opportunity at hand while vetting each potential leader. Throughout, we provide weekly communications to the client.
- 5 Finalists are selected and presented to the client; close communication with client and candidate keeps everyone on track and informed.
- 6 Once the search committee selects a candidate, Trilogy performs a final background check; findings are presented to the client.

**Outcome: The best candidate is selected and thoroughly vetted.**

## PHASE III: Collaboration & Transitions (Week 8, plus 1 - 4 weeks for transitions)

- 7 The offer is designed, a collaboration between Trilogy and client. Trilogy extends offer to candidate, providing advisory services throughout negotiations until the offer is accepted.
- 8 We work with you to plan an efficient transition, ensuring candidate integrates into the new environment smoothly and effectively.

**Outcome: Successful engagement, and delighted client and candidate.**

To learn about how **Trilogy Search Non+Profit** can take your organizational leadership to the next level—or engage in meaningful conversation about leadership matters—call **650.685.2600** or email **info@trilogysearch.com**.

