Recruitment Timeline

Confirm the need for additional staffing	23/09/24
Confirm Office Staffing Options	23/09/24
Confirm Job Title	23/09/24
Confirm job description and personal Specification	23/09/24
Prepare Application Pack	w/c 23/09/24
Advertise Vacancy	w/c 29/09/24
Closing Date	w/c 31/10/24
Shortlisting	w/c 03/11/24
Interviews	18/11/24
Offer date	w/c 18/11/24
Pre employment Checks	w/c 18/11/24
Start date	w/c 06/01/25

Staffing Committee Meeting Schedule

- 21st October
- 18th November
- 16th December
- 20th January 2025

Advertising

- Website
- Social Media
- Notice Boards
- Email Local PC contacts
- SLCC
- CALC