

HR HOME PAGE**SECTION 1**:: [Hiring The Best](#)**SECTION 2**:: [Search Committee](#)**SECTION 3**:: [Posting a Job](#)**SECTION 4**:: [Screening](#)**SECTION 5**:: [Interview](#)**SECTION 6**:: [Selection](#)**SECTION 7**:: [You've Chosen the Best](#)**HR: SECTION 1.1 INTRODUCTION**

Maricopa Community College's success is a function of our dedicated and talented employees working toward the objective of providing and supporting quality teaching and learning to the students in our Maricopa community.

It is, therefore, critical that we provide search committees the tools they need to meet the challenge of filling our positions with the best possible candidates. This guide has been developed to further this goal by:

- Clarifying search committee roles and responsibilities
- Setting out procedures to further MCCCCD Diversity objectives through committee make-up and hiring processes
- Providing information to assist hiring bodies with the steps in the job posting process
- Providing guidance on processes for effective screening and interviewing procedures
- Providing guidance on final decision processes such as reference checking and selection documentation.

[Contact Employment Teams](#)

~ Ten colleges specializing in university transfer, continuing education, career and job training programs ~
[note disclaimer](#) | [contact us](#)