

Recruitment & Testing Consortium

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con· sor· tium

An agreement, combination, or group (as of companies) formed to undertake an enterprise beyond the resources of any one member.

Merriam Webster Dictionary



Purpose

- ◆ Shared Resources
- ◆ Wider, Diverse Pool of Applicants
- ◆ Cost Savings
- ◆ Reduced Time



Ideal For

- ◆ Organizations
 - » Multiple departments/divisions within one larger City, County, or Agency
 - » Multiple, separate smaller cities, counties, or agencies within a larger geographic area.

- ◆ Job Classifications
 - » Public Safety
 - » Administrative
 - » Health Care
 - » Paraprofessional



Services Include

- ◆ Job Bulletin
- ◆ Advertising
- ◆ Applicant Tracking System
- ◆ Screening of minimum qualifications
- ◆ Collection of exam registration fee
- ◆ Test development/test rental
- ◆ Test administration
- ◆ Candidate Communication
- ◆ Eligibility list of candidates by agency interest



Recruitment and Advertising Strategy

- ◆ Review class specification
- ◆ Develop minimum qualifications
- ◆ Design job bulletin
- ◆ Advertising
- ◆ Applicant Tracking System
- ◆ Collection of registration fees
- ◆ Candidate communication



Development and Provision of Written Exam

- ◆ Develop written exam
- ◆ Develop pass-point setting process
- ◆ Facilitate subject matter expert review
- ◆ Deliver exam and proctor instructions
- ◆ Score exam results
- ◆ Facilitate pass point setting
- ◆ Respond to candidate inquiries about exam



Exam Administration

- ◆ Design administration strategy
- ◆ Develop schedule
- ◆ Candidate communication
- ◆ Develop and facilitate electronic check in/out
- ◆ Train proctors
- ◆ Distribute and collect materials
- ◆ Score results
- ◆ Create and distribute result letters
- ◆ Compile eligibility list



Post Exam Recruitment Activities

- ◆ Conduct minimum qualification screening
- ◆ Send exam results to candidates
- ◆ Send exam results to each agency
- ◆ Agency access to candidate information in ATS and via electronic file



Sample Pricing per Recruitment

Candidate Registration Fee:
\$30.00/candidate*

*At least 500 registered candidates

Agency Participation Fee:
\$500.00/agency*

*At least 20 agencies participating

Pricing is determined by # of candidates and participating agencies within the consortium per recruitment.



Consortium Consideration

- ◆ Common set of MQs or agency specific
- ◆ Point at which MQs are reviewed and by whom
- ◆ Different or same exam pass points
- ◆ Candidate communication responsibilities
- ◆ Importance of collaboration efforts and communication



Questions?



Thanks!

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