



Audit & Ethics Committee

Approve the Job Description and the Hiring Process for the General Auditor

Item 7-2

May 24, 2022

Job Description Approval

Job Description Revisions

- Updates description format to be consistent with other positions at Metropolitan
- Ensures minimum qualifications align with other positions within Metropolitan
 - Updates based on new created positions within Audit Department and other Departments
- Revises job summary section to match website
- Other suggested revisions?

Recommended Hiring Process

Hiring Process Similar to Ethics Officer Recruitment

- Hire a professional recruitment firm to assist HR with recruitment process
 - Not uncommon with positions at this level
- Establish a Search Committee of five Board members including:
 - Chair of Audit and Ethics Committee
 - Executive Committee member
 - Three other members of the Board
 - Members will be announced at June Board meeting
- Committee will review applications, conduct initial interviews and recommend finalists
- Board will interview finalists and approve hire

Board Options

- Option 1 – Adopt CEQA determination and approve the job description for the General Auditor and approve the hiring process
- Option 2 – Do not approve

Staff Recommendation

- Option 1

