

## Resume Review

Are you looking to make a career move but not getting calls from employers after you submit your resume? Or do you want to ensure you have an edge in the job market? If the answer is yes, we're here to help with a professional resume review and one-on-one interview coaching session.

### **Let Our Expertise Be Your Guide**

Getting your resume exactly right is hard work, and it can be difficult to know what or how to say what you've done in your career. Let us help you write an impactful resume to advance you professionally.

Upload your resume and our expert will review it and recommend edits to make it stand out. Next, they will schedule a one-hour coaching call to discuss interview tips, due diligence during your job search and strategy.

## Meet Dr. Steven M. Edwards

With 40 years of work in the law enforcement, criminal justice and leadership fields, Dr. Edwards has experiential

and academic

knowledge to fine-tune your resume and provide professional development guidance.





## APCO's CAREER SERVICES

GET STARTED ON YOUR FUTURE TODAY

# APCO's CAREER SERVICES

AGENCIES SEEKING EMPLOYEES | PROFESSIONALS SEEKING JOBS







APCO's Career Center is an unmatched opportunity for jobseekers and employers to connect. Find open positions, submit your resume or post a job today. Members receive discounted job postings.









Learn more at apcointl.org/resumereview or email apcoresumereview@apcointl.org.





## APCO Executive Search

Using APCO's industry expertise and connections in emergency communications, Executive Search recruits top-tier talent to take your emergency communications center to the next level of performance. The Executive Search team works as an extension of your organization to identify, recruit and hire the best possible candidates for your agency.

## Key Components of APCO Executive Search



#### **Development of Executive Profile**

APCO works with you to create a profile of the type of executive that is needed to lead your agency. We gain an understanding of the organization's philosophy, culture, current and future needs, and the key skills, strengths, and qualities of the ideal candidate to ensure the best fit.



#### **Search Strategy, Candidate Identification & Advertising**

An extensive search strategy is created to identify potential candidates. We advertise directly to public safety-related state and national associations as well as job boards and social media platforms such as LinkedIn. We work to identify a diverse and highly qualified pool of candidates.



## **Candidates Screening & Review**

APCO performs an extensive and thorough screening process to learn about the potential candidates, including their previous experience, their accomplishments and what drives them to succeed.



#### **Candidate Selection & Interviews**

Based on the screening process, we determine the top candidates to present to you for potential interviews. Complete candidate profiles are provided to you before the final interviews and the entire in-person interview process can be facilitated by the APCO Executive Search manager.



#### **Meet the Executive Search Manager**

Executive Search Manager Tiffany McCarty's career spans over 25 years conducting executive-level search assignments for associations, private industry and government agencies. Her passion is strategically matching candidates to the tactical needs of a position and the organization's culture.

When our Executive Director resigned in 2020, it kind of put us in a panic. She recommended we reach out to APCO International to assist us with an executive search.

Over the course of about 60 days, Tiffany McCarty researched and recruited a number of extremely qualified candidates, giving the Cass County Emergency Services Board (CCESB) the luxury of choosing the perfect replacement.

The CCESB level of satisfaction of search services provided by APCO cannot be overstated as we are overwhelmed with the quality of the new director who has already hit the ground running. Our new director is uniquely qualified, and frankly, someone we thought we could not find nor would have found without Ms. McCarty's expertise in the discipline of public safety communications and her multifaceted recruitment efforts.

We could not be more pleased with the level of professionalism and extraordinary effort employed to ensure the future success of the Cass County Missouri Emergency Services Board.

- Cass County Emergency Services Board



Learn more at apcointl.org/executivesearch or contact
Tiffany McCarty at (301) 525-7552 or mccartyt@apcointl.org.