

**Legislative Budget Office:  
Director Appointment Process**

<b>Task</b>	<b>Responsibility</b>	<b>Time required</b>
1. Develop director position description	LCC staff, in consultation with House and Senate staff	3 weeks
2. Post position opening	LCC staff	3 weeks
3. Identify most qualified candidates	Non-partisan staff group from House, Senate, and LCC	1 week
4. Conduct screening interviews	Non-partisan staff group from House, Senate, and LCC	1 week
5. Conduct second interviews	LCC member (or others) subgroup	2 weeks
6. Final interview and appointment decision	LCC	2 weeks
7. Negotiate salary	Director of LCC	2 days
8. LCC contract with MMB to establish working relationship in maintenance and use of fiscal note system	Director of LCC	3-5 weeks
9. Hire additional staff	Director of LBO	6-10 weeks