

THE SEARCH PROCESS

A successful search is characterized by a flexible organized process, an aggressive recruitment program, and a thoughtful public relations and transition plan. Because the needs of each search are unique, our approach is both consultative and adaptive. We enable search committees and decision makers to integrate these key elements into the process.

Generating Successful Searches:

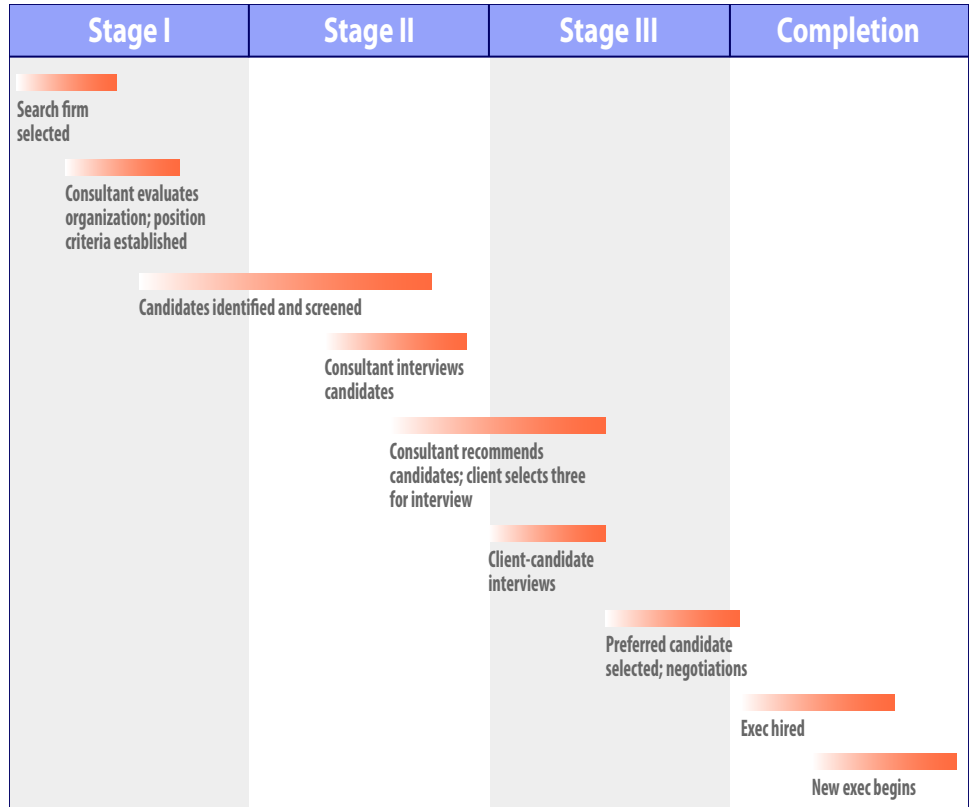
A successful search is characterized by a flexible organized process, an aggressive recruitment program, and a thoughtful public relations and transition plan. Because the needs of each search are unique, our approach is both consultative and adaptive. We enable search committees and decision makers to integrate these key elements into the process.

Understanding the Organization:

A search assignment begins with a thorough assessment of an organization's structure, strategic goals, culture and leadership needs. We interview members of the management team including the CEO and human resources vice president, key managers, board of directors, and other corporate constituents to determine the best search strategy.

Identifying candidates:

Our goal is to identify candidates whose leadership style and accomplishments mirror our client's needs. We plan a national search, and we rely on our consultant and industry contacts. We evaluate all candidates – including internal candidates – that clients refer to us. We also recognize our clients' commitment to diversity in the work place. We have



a long-term record of placing women and minority candidates.

Understanding the Candidate:

While we are extremely concerned with generating a successful search, we are also committed to helping our candidates in furthering their career path. We carefully protect the confidentiality of all of our candidates, and strive to aid them in both their short and long-term career goals.

Candidate Screening:

Matteson Partners conducts in-person interviews with the strongest candidates and evaluates them against the client's specifications for skills, experience, management style and values. We also verify credentials, conduct personal reference checks and verify academic degrees and professional qualifications.

Evaluating Candidates:

We conduct in-depth evaluation interviews with each screened candidate to assess the potential for success within an organization, as well as a serious interest in the position. We seek out and speak with several individuals who can provide confidential professional and/or personal references on each candidate including, where appropriate, current and former employers to determine management style, skills, strengths and accomplishments.

Interview Advising:

We are available to assist you at every step as you prepare for and conduct interviews with the client. We provide critical information to the candidate regarding the client, position, and job function, to assist with candidate research. We believe our feedback on interviews may be helpful as you explore the opportunity. Matteson Partners presents qualified candidates to the client by using unaltered resumes and the search consultant's professional evaluation. We also coordinate preliminary and follow-up interviews of candidates with the client.

Negotiation Assistance:

Once our client decides to extend an offer, we are available to assist you in preparing and negotiating an executive compensation package. In order to achieve a final offer, we endeavor to achieve closure

by assisting with the negotiation of such critical issues as compensation, benefits and perquisites.

Creating an Ongoing Relationship:

We endeavor to create an ongoing relationship with all of our candidates. The career goals and aspirations of our candidates are extremely important in the search process. We keep all of our candidate's resumes on file, in complete confidence, and contact them if anything in their expertise arises. We strive to create productive business relationships that will aid our candidates in their career path.

Even if you do not see an opportunity that interests you right now, please feel free to submit your resume anyway. We keep these on file and will contact you if anything in your expertise arises in the future.

We strongly encourage candidate referrals:

If you know someone who would be interested in an opportunity that we have, please refer their contact information to us. Or, feel free to refer our contact information to others. ■

Matteson Partners
Two Ravinia Drive, Suite 310
Atlanta, GA 30346

Telephone: 770.392.7171
Facsimile: 770.392.7176

MattesonPartners.com