



Executive Director Succession Plan

Definitions

Emergency/Unplanned short term absence – any unanticipated absence of the Executive Director for a sustained period of time not to exceed three months in aggregate.

Permanent Vacancy – Absence of the Executive Director created by the voluntary resignation or termination of said employee.

In the event of an emergency unplanned short term absence of the Executive Director of the Agency, the Hidalgo County Commissioners Court in consultation with the Court's Chief Administrator shall designate an "Interim Director" for the Hidalgo County Community Service Agency. The designee will act with the same authority and responsibilities as those granted to the permanent Executive Director during the appointed term of service. Compensation for said office shall be set by the Court after consultation with the Court Administrator and or Director of Human Resources or others the Court deems appropriate. The Court and Administrator may take into consideration the designee's prior work experience, educational level and overall ability to carry out the duties of the office in relation to the job description.

In the event of a Permanent Vacancy in the Office of the Executive Director of the Hidalgo County Community Service Agency, the Hidalgo County Commissioners Court in consultation with the Court's Chief Administrator, shall appoint a Permanent Replacement in that office as soon as it is deemed appropriate by the Court. Compensation for said office shall be set by the Court after consultation with the Court Administrator and or Director of Human Resources or others the Court deems appropriate. The Court and Administrator may take into consideration the designee's prior work experience, educational level and overall ability to carry out the duties of the office in relation to the job description.