



AIM Library & Information Staffing

OUTSOURCED RECRUITMENT & PLACEMENT SERVICES

When a client has a need for hiring staff directly over a period of time, usually one year, **AIM Library & Information Staffing** offers a comprehensive Outsourced Recruitment & Placement Services package. The package is custom designed to meet the specific needs of our clients. A contract is prepared outlining the areas to be handled.

The scope of the project is defined, including number of positions with job descriptions, qualifications, salary ranges and locations noted. Recruitment activities are selected, such as advertising methods, brochure design, advertising campaign approaches, and professional conference coverage. Candidate selection criteria is determined, application processes designated, and response methods determined.

AIM staff is able to handle all aspects of the recruitment up to the selection and final hiring decision. A checklist is used to determine specific activities desired. A contract is prepared outlining the areas to be handled, including fee structure.

Clients who have used AIM's Outsourced Recruitment & Placement Services include:

Solano County Public Library won public support for adding additional hours to their libraries. As a result, they needed additional professional staff. They contracted with AIM to handle all aspects of initial recruitment so that, within a six-month period, they could hire 15 additional librarians. They achieved their objective.

Fresno County Public Library also won public support via bond funding for adding professional staff to provide more services within County libraries. AIM was under contract with them from 1999-2006, successfully handling recruitment services for a variety of librarian positions.

For more information and to obtain a quote on a customized Services package, please contact AIM toll free at 877-965-7900.