Sean J Lyons
CULINARY RECRUITING

# Retained Search Brief

Use this worksheet to agree on the role, operating priorities, and interview plan before your search kickoff.

## Property and role

**Property or organization**

**City and state**

**Position title**

**Reports to**

**Hiring contact**

**Email and phone**

**Target base salary range**

**Target start date**

## Operating scope and hiring priorities

**Operating scope (outlets, team size, covers, events, and budget)**

**What should the new leader accomplish in the first 6 to 12 months?**

**Must-have experience and skills**

**Preferred qualifications**

**Interviewers, decision timeline, and confidentiality needs**

When you are ready to discuss the search, send your completed brief to info@seanjlyons.com.