



**SUPERVISOR, DEPARTMENT HEAD AND
CITY/COUNTY MANAGER OR CHIEF EXECUTIVE
RECOMMENDATION**

I recommend _____, who reports to me, to participate in the Management Talent Exchange Program (MTEP). The candidate and I have discussed the program objectives, and agree to make the following commitments to support the success of the exchange:

1. Candidate commits to fulfilling requirements of MTEP.
2. Candidate will be evaluated at one and three months.
3. Candidate will participate in monthly learning forums with other exchange participants.
4. Supervisor does not expect candidate to continue existing duties while in the exchange position.
5. My agency will pay \$1000.00 per participant upon receipt of invoice from MTEP.

As the supervisor of this employee, please comment below on the potential of this applicant to enter or advance in executive management and why you are recommending the applicant for this program. Please use another sheet of paper if necessary.

Candidate's Supervisor Signature

Date

Candidate Signature

Date

Department Head Signature

Date

City/County Manager (or Chief Executive) Signature

Date