



STAFFING AGENCY PARTNER CHECKLIST

HOW TO EVALUATE THE RIGHT PARTNER FOR LONG-TERM SUCCESS

A practical tool for school districts and program leaders to confidently evaluate staffing agencies and avoid costly mis-hires.



AVOID COSTLY MIS-HIRES & REPEATED PLACEMENTS

Use this checklist to compare multiple agencies side-by-side before making a decision.

		SCORE
1. FIT FOCUSED APPROACH Does the agency prioritize fit, not just qualifications?	Evaluates communication style and reliability Matches candidates to your environment, not just the role Takes time to understand your program's needs	___/5
2. CANDIDATE QUALITY (NOT QUANTITY) Are candidates thoughtfully selected?	<input type="checkbox"/> Sends a small number of curated candidates <input type="checkbox"/> Provides context on why each candidate would be a good fit <input type="checkbox"/> Avoids overwhelming you with resumes	___/5
3. SCREENING & VETTING PROCESS How thorough is their process before submission?	Conducts multi-step screening Verifies credentials and references Evaluates soft skills	___/5
4. COMMUNICATION & RESPONSIVENESS How easy are they to work with?	Responds quickly and clearly Provides proactive updates Communicates expectations up front	___/5
5. POST-PLACEMENT SUPPORT What happens after the candidate starts?	Conducts check-ins with the district and candidate Addresses issues proactively Remains engaged after placement	___/5
6. ACCOUNTABILITY & PROBLEM RESOLUTION How do they handle challenges?	Clear process if a placement is not a good fit Takes ownership of outcomes Provides timely replacement support	___/5
7. TRANSPARENCY & PRICING Are expectations clear?	Pricing is clearly explained No hidden fees or surprises Contract terms are easy to understand	___/5
8. LONG-TERM PARTNERSHIP MINDSET Do they prioritize outcomes over speed?	Focuses on retention and consistency Willing to wait for the right fit Aligns with your long term goals	___/5
<i>“ The best staffing partnerships aren’t built on speed—they’re built on trust, communication, and a shared focus on long-term success. ” – BECS</i>	SCORE GUIDE 32-40 Strong partner for long-term success 24-31 Solid, but may require closer management BELOW 24 Higher risk of turnover	___/40

Need help finding the right fit the first time? Let's talk. (509) 415-928 | info@becswa.com | www.becswa.com