

Announcement of opening for the position of

Maryland State Education Association – Executive Director

Since 1865, the Maryland State Education Association (MSEA), formerly known as the Maryland State Teachers Association, has been the state's leading voice for public education. Whether we're lobbying for school funding in Annapolis, fighting for civil rights, or making sure every student receives the attention they need and every educator the respect they deserve, our association has been the most successful and powerful force for progress in Maryland.

MSEA is proud to honor the contributions that each of seven membership groups make to public education in Maryland, which include teachers, education support professionals, administrators, certified specialists, higher education faculty, student educators and retired members; all of whom contribute to creating a high-quality public education system from pre-K through college.

POSITION OVERVIEW

The Executive Director is the Association's chief administrative officer and management agent who leads the staff, in coordination with the MSEA President, to ensure implementation of the full scope of policies, procedures, and programs approved and adopted by the MSEA Board of Directors. In collaboration with the President and Officers, the Executive Director develops and manages an annual organizational budget and is accountable to the Board for the long term financial and fiscal health and sustainability of the Association. The Executive Director provides general supervision of the real property owned by the association.

The Executive Director is responsible for planning and executing strategic priorities that elevate the professional and economic status of PK-12 Professional teachers and ESP, promote public education, and increase market share through organizing and engaging members across the state in all membership categories.

DUTIES AND RESPONSIBILITIES

- **Institutional Leadership** – exercise inclusive and decisive leadership to advance the mission and vision of MSEA in accordance with state and federal laws and regulations.
- **Long Range Planning** – maintain focus on the strategic goals and priorities established by systematic and strategic planning processes.
- **Organizational Effectiveness and Accountability** – implement the policies, services and programs of the MSEA and drive for continuous improvement, utilizing data and measurement to ensure effectiveness and efficiency of MSEA programs and services.
- **Public Education Advocacy** – champion public education in Maryland, including building collaborative relationships between MSEA and external stakeholders in order to shape the highest professional standards for education policy.
- **Staff Relations** – serve as chief of staff and provide leadership for staff commitment to Association policy; assign staff resources to programs and projects as necessary; coordinate, direct and

evaluate the work of MSEA employees, delegate supervision to other management employees as appropriate; support high standards for work on behalf of MSEA members; and build effective relationships with management and staff unions. Create a culture of transparency and communication throughout the organization and address internal and external challenges to protect business interest. Ensure that programs and services reflect the diversity of the region and the communities served.

- **Corporate Management** –advise and facilitate the development of the MSEA budget; administer and monitor the budget; oversee compliance with legal and regulatory requirements; evaluate and manage risk; and ensure the proper management of all property owned and leased by the Association.

OPPORTUNITIES AND CHALLENGES FACING MSEA

- MSEA is recognized as the voice of education professionals advocating for high quality public education;
- MSEA is poised to work to facilitate the implementation of the Blueprint for Maryland’s Future legislation to ensure equitable opportunities for all students and hold legislators accountable.
- MSEA has strong leadership and is led by an elected president and board who set organizational direction that is designed to better public education and the professional lives of MSEA members.
- MSEA is committed to building a culture of member engagement and growth.
- MSEA will continue to strengthen its local Associations and worksite leadership in order to improve student outcomes, secure the proper teaching and learning conditions, and achieve educational opportunity and equity for all students.
- MSEA has great opportunity to continue existing and new outreach with education, business and other public and private sector partners and community coalitions in support of quality public education and equitable/adequate opportunity for all students.
- MSEA’s fiscal position is stable and strong.
- A new generation of educators provides MSEA with the opportunity for new professional relationships and increased relevance.

REQUIRED COMPETENCIES, EXPERIENCE AND EDUCATION:

To be considered for this position, the applicant must be prepared to share and validate a record of personal achievements in the following competency areas.

Interpersonal Effectiveness/Communication

An effective communicator who has excelled in building successful relationships. Has an established record of fostering teamwork and consensus, effectively managing conflict, provoking creative problem-solving and risk taking, and is inclusive of diverse individual and cultural perspectives

Business Knowledge

Possesses a record of long-term financial planning, managing finances and resources, and providing accurate information and guidance to governing boards. Has a record of creating fiscal soundness, sustainability, and resource stewardship and the ability to manage and promote new technology, tools, and business practices to enhance the Association's interests. Has a record of guiding transformative decisions in challenging and uncertain times. Utilizes data to make well informed choices that produce desired outcomes, perceives the implication of decisions. Promulgates accountability among staff by defining roles and responsibilities to ensure organizational goals are met.

Leadership

A passionate public education advocate with a proven record of senior organizational leadership, who understands the central role educators play in leading change in their profession. A visionary leader who has confidently engaged others to be proactive in creating the future they desire.

Evidence of success in achieving desired outcomes when leading organizational innovation and change; a courageous leader who has shown organizational savvy and flexibility in confronting and adapting to challenging and changing political/organizational realities. Capable and willing to voice respectful and effective dissent when and where appropriate.

A seasoned leader who preferably has experience managing effectively in a unionized environment. An organizer with a solid grasp of the appropriate role that staff play in building member power. A proven ability to grow a membership base. Has a demonstrated, successful record of attracting and motivating highly talented staff and is highly skilled at coaching and mentoring others. Has success in building and maintaining effective coalition partnerships.

Member Focus

A leader who values public education and is focused on member needs. Someone who believes in member engagement, trust, and loyalty, and who is committed to fostering strong relationships between MSEA and its members. An experienced leader who has successfully demonstrated the ability to implement high quality programs and services that bring value to members. Demonstrated experience in using data to identify additional ways to offer value to members' professional practice and careers. An influential leader who understands membership and is able to expand market share, has effectively led innovative strategies, programs, initiatives, and policies designed to attract and increase new membership. Has the ability to create collaborative relationships and partnerships with local, county and state governments, as well as community groups and organizations.

EXPERIENCE AND EDUCATION:

- Bachelor's Degree from an accredited four-year college is required.
- A minimum of 3 years of middle or senior management experience in positions of increasing responsibility.
- Background in labor advocacy and collective bargaining experience desired.
- Experience working in a member-based organization, reporting to and advising an elected board of directors preferred.
- Experience in public policy, labor advocacy, collective bargaining and social justice activism, especially as related to public education is desired.

COMPENSATION PACKAGE: \$190,000 - \$220,000

MSEA is prepared to offer a generous and competitive salary and benefits package consistent with experience, skills and demonstrated abilities.

APPLICATION PROCEDURES: To be considered for this position, please provide the following:

- A current resume reflecting qualifications for this position
- A Letter of Application which specifically addresses how accomplishments in your career have prepared you to meet the challenges and opportunities presented in this position.

All materials must be sent electronically to the following:

Margolies and Potterton, Union Search, LLC.

The MSEA Search Consultants

kam47@cornell.edu

For all questions regarding this search, including confidential inquiries, please contact:

Ken Margolies (845) 499-6636 (East Coast)

APPLICATION DEADLINE: June 18, 2020 at 5:00 pm (EST).

Maryland State Education Association is deeply committed to diversity and inclusion in its hiring practices. We are an affirmative action, equal opportunity employer. Women and people of color are encouraged to apply.