

Seeking Executive Director for the ASSE International Chapter of IAPMO

The IAPMO Group is searching for a highly motivated individual responsible for successful leadership and management of the ASSE International Chapter of IAPMO. Under the direction of the IAPMO Group CEO and ASSE International Chapter of IAPMO Board of Directors, the Executive Director will ensure that all activities of the ASSE International Chapter are carried out within the IAPMO Group vision, mission and philosophy.

RESPONSIBILITIES:

- Support the operation and administration of the ASSE International Chapter by advising and informing the ASSE International Chapter President of business matters, and interfacing between the Board and staff.
- Work directly with the ASSE International Chapter President to support the Board of Directors, officers, action groups and committees by initiating and coordinating the process of developing and implementing long-range strategies and yearly goals, all in accordance with the direction provided by the IAPMO Group CEO.
- Develop and implement an annual budget.
- Oversee the planning and implementation of the ASSE International Product Listing (Seal) Program, ASSE International Professional Certification, the ASSE International Standards Program, and the ASSE International membership.
- Aim to grow, both domestically and globally, the products and services offered by the ASSE International Chapter of IAPMO.

EXPERIENCE, SKILLS:

- Knowledge of leadership and management principles as they relate to associations.
- Understanding of ethical business practices and behavior.
- An excellent understanding of the industry codes and standards, and the process utilized to develop codes and standards. Knowledge of the ANSI (American National Standards Institute) consensus development a plus, including committee involvement and oversight.
- A general understanding of the implementation of product and personnel certification programs.
- Strong interpersonal relationship-building skills, with an ability to achieve consensus amongst a diverse group.
- Budget preparation and implementation skills.
- Highly motivated with a desire to succeed.

ADDITIONAL SKILLS, EXPERTISE:

- Credentialed training capabilities a plus.
- Industry technical certifications a plus.
- 20+ years plumbing industry experience.
- Graduation from a four-year college or university with business or marketing major, or an equivalent field; or any equivalent combination of the above noted education and experience.

Start Date: May 1, 2013

Full time, Salary Commensurate with Experience

Please submit your resume, including your salary expectations, to the attention of Gabriella Davis, Senior Director of Worldwide Operations, at the following address:

By Mail: Attention: Gabriella Davis
 The IAPMO Group
 4755 E. Philadelphia Street
 Ontario, CA 91761

By Email: Gaby.Davis@iapmo.org

Application Deadline: February 15, 2013