



JOB ANNOUNCEMENT

Chief Executive Officer

Washington State Association for Justice (WSAJ), located in Seattle Washington, is a best-in-class organization with an outsized reputation and significant legislative, judicial, and legal impact. The organization has provided meaningful thought leadership in meeting the needs of plaintiff's attorneys in the state of Washington for 65 years. This is an exciting executive leadership opportunity as WSAJ continues its work to protect and promote a fair justice system, safeguarding the right of any person who is harmed by the misconduct or negligence of others to obtain justice in the courtroom, even against the most powerful interests.

Reporting to WSAJ's Board of Governors, the CEO serves to ensure that WSAJ serves the needs and interests of its members. In addition, the CEO supports several of WSAJ's related entities, including the WSAJ Foundation, Legal Education Program, Lawyers Association Trust and Political Action Committee.

The CEO holds a position of strategic leadership and management. In collaboration with the Board, the CEO is tasked with setting priorities for, and directing action on, a variety of substantive issues of importance to WSAJ members relating to consumer justice advocacy. The CEO will also provide business leadership and guidance to the Board working in partnership on strategic planning, policy, advocacy, programmatic, fundraising and external communications matters.

The CEO will oversee a \$4 million budget, and lead and manage a dedicated, high-performing staff of professionals who have demonstrated deep and sustained commitment to WSAJ's mission. Staff are responsible for executing the operations of this complex organization. The CEO is responsible for WSAJ's fiscal sustainability, ensuring robust earned revenue as well as appropriate individual and firm-level member support.

As the face of WSAJ, the CEO represents the organization locally, regionally and nationally. The CEO will advocate with key influencers and decision-makers, speak at conferences, participate on panel discussions, speak with the media, and demonstrate thought leadership. The CEO will work closely with the Board on political, legislative, and judicial advocacy issues, leveraging a successful track record of education, persuasion, and action.

Strategic priorities for the CEO include the immediate and short-term needs of ensuring a smooth leadership transition, and short- and mid-term goals of executing and operationalizing WSAJ's four-year Strategic Plan (2019-2022). The CEO will also meet other priorities representing opportunities and challenges to the organization. This includes responding to WSAJ's changing membership demographic as more experienced members retire and less experienced members bring different needs and expectations to their WSAJ experience. The Board and staff also highly desire that WSAJ

improves its technology-based resources and uses them efficaciously. Lastly, the organization has experienced long term stability with staff; the new CEO will be addressing the retirement of long-tenured staff members over the near and mid-term.

Responsibilities:

Partnership with Board of Governors

- Supports the Board's leadership and effectiveness;
- Builds strong relationships with the Board based on partnership, mutual trust, respect, and open communications;
- Strategically staffs and recruits from WSAJ membership a diverse Board, its committees and boards of related entities;
- Collaborates with Board leadership in recruiting WSAJ members to provide effective leadership for all WSAJ committees, sections, roundtables and related entities;
- Provides support and guidance to Board in evaluating and addressing issues of importance to WSAJ membership for the Board's consideration and decision-making;
- Ensures the Board has complete and timely information to support its decision making; and
- Develops and presents the annual business and financial plans for Board approval.

Strategic Organizational Leadership

- Brings passion for WSAJ's mission and values;
- Provides executive management of the organization, reflecting a deep understanding of consumer justice advocacy issues and priorities;
- Develops and implements WSAJ's strategic goals and objectives as outlined in its strategic plan; and
- Oversees the implementation of the Association's diversity plan and guidelines.

Management, Operations and Finance

- Oversees and manages WSAJ's financial resources, including those of its related entities, including creation and review of the P&L, operating budgets, forecasts, and variance analysis;
- Manages all staff, contract employees and volunteers, including developing work plans, professional development, and performance feedback; and
- Mentors strong professional staff in a collegial, respect-based work environment.

Communications, Advocacy and Fundraising

- Oversees implementation and execution of annual WSAJ membership convention;
- Performs directly and oversees WSAJ member fundraising efforts to support the Eagle program, PAC, WSAJ Foundation and other new strategic initiatives as specified by the Board;
- Develops and oversees all WSAJ communications and legal education programs to ensure consistency of messaging and responsiveness to member needs;
- Coordinates WSAJ's advocacy work, overseeing lobbying staff and ensuring effective communication and management of members' diverse perspectives and positions;

- Ensures that WSAJ is in full compliance with government, legislative and policy requirements; and
- Represents WSAJ at a broad range of local, regional and national organizations and associations.

Qualifications:

- Ten to 15 years of leadership and management experience in professional associations (preferably legal or professional services), nonprofits or for-profit business settings with a trajectory of increasing responsibilities. A successful track record of collaborative, proactive leadership and executive management of complex organizations is required.
- An undergraduate degree is required. A master's degree in a related field is preferred.
- Certified Association Executive (CAE) designation is desirable.
- Broad understanding of the legal field, environment and issues. Strong understanding of electoral politics and the legislative process.
- A proven history of working collaboratively and effectively with a large nonprofit Board.
- Experience being the spokesperson for an organization, having an external leadership persona, and representing WSAJ in the sector locally, regionally and nationally.
- Experience in fundraising with diverse revenue streams and/or increasing the membership of an association.
- Experience overseeing the design and implementation of technology systems or tools to improve business operations to better meet member needs. Demonstrated track record of successfully leading and managing a staff and providing effective leadership. Experience with building a high functioning team, particularly when replacing long-tenured team members, is highly desired.
- Successful fiscal management experience of a like-sized organizational budget/P&L including creating and managing a budget, forecasting and financial performance analysis.
- Experience working successfully in a small organization environment, or demonstrated aptitude for such environment.
- Experience working with or demonstrated knowledge and understanding of the business model of a successful professional membership organization preferred.

We offer competitive pay, as well as excellent health, time off and retirement benefits. To apply for this position, please email a cover letter and resume to: aefroymson@avitusgroup.com. For more information about WSAJ please visit our website at www.washingtonjustice.org. **Resumes will be accepted through February 26, 2021.**

WSAJ is an Equal Opportunity Employer with a strong organizational commitment to building a diverse workforce.