



Major Cities Chiefs Association Position Announcement: Executive Director

The Major Cities Chiefs Association (MCCA) is conducting a national search for the position of Executive Director. The Board is seeking a strong leader who can manage the day-to-day affairs of the association, represent the association in a wide range of settings, and plan for the future growth and stability of the organization.

APPLICATIONS WILL BE ACCEPTED THROUGH COB, JULY 12, 2019. FINALISTS WILL BE INVITED TO AN INTERVIEW IN DALLAS/FORT WORTH AREA AUGUST 1 AND 2, 2019.

MISSION AND VISION

MCCA is a professional association of “Chief” police executives representing the largest cities in the United States and Canada. The association provides a forum to address the challenges and issues of policing, to influence national and international policy that affects police services, to enhance the development of current and future police leaders, and to encourage and sponsor research that advances this mission.

MCCA is a primary place where policy makers, researchers, government leaders, and the media turn when wanting to know the best international policing practices; to test innovations in police operations and technology; and to seek advice and assistance on specific policing issues. It is where its members learn how to improve themselves, their executive command staff, and their departments. The MCCA and its member departments represent excellence in policing.

POSITION SUMMARY

The Executive Director (ED) is responsible for implementing the policies set by the Board of Directors and serves as the operational executive of the MCCA. The ED works to advance the MCCA’s mission by achieving its strategic goals and maintaining overall responsibility for the administration and management of the organization. The ED will be a progressive, innovative, and engaged collaborator who will lead and foster a culture where volunteer leaders and staff work together to advance the organization’s mission.

ESSENTIAL ATTRIBUTES, DUTIES, AND RESPONSIBILITIES

The ideal candidate will demonstrate an ability to perform the following duties and responsibilities:

- Manage a professional association with a diverse membership of Chiefs and Sheriffs from the largest agencies in the United States and Canada.
- Comprehensive experience in identifying grant opportunities, developing proposals, financial management of grant awards, and large-scale project implementation.
- Proven ability to forge partnerships with governmental and NGO professional organizations (COPS, BJA, NIJ, IACP, PERF, Police Foundation, etc.).
- Strong budget/financial acumen.

- Maintain regular communications with the President and Board of Directors, and demonstrate the ability to work within the framework of broad general direction.
- Serve as the coordinator and administrator for the MCCA Police Executive Leadership Institute (PELI). Manage the recruitment process and facilitate mentor connections; submit proposals and secure program funding; teach sessions and coordinate related presentations.
- Be politically savvy. Represent MCCA in a wide variety of settings and meetings, maintaining regular communications with media sources and providing periodic briefings on “hot topic” issues.
- Coordinate legislative and policy development efforts, communicating with the MCCA contract organization, reviewing position statements, and drafting talking points.
- Provide administrative support for MCCA operations including preparation of meeting agendas and reference materials; preparation and publication of the annual report; developing the stakeholder budget presentation; and facilitating an independent annual audit of financial records.
- Facilitate collaboration among members to solve problems and achieve goals that require building consensus.
- Demonstrate an in-depth understanding of national policing issues, challenges, practices and culture.
- Be a self-starter with a strong work ethic and have the ability to work in a home office with limited staff assistance.
- Make informed decisions based on analysis, experience, and professional judgment.
- Demonstrate a high level of honesty and integrity.

Experience Requirements. Applicants will have at least 15 years of experience with (5) five of those years at a senior executive level in policing, public safety, criminal justice, or association management. Candidates must have a proven track record of being able to work with a diverse group of individuals and organizations to achieve goals. Experience and success in the public and private grant making process is highly desirable.

Educational Requirements. A bachelor’s degree is required. A post-graduate degree is highly desirable.

Residential Preference. Although not required, qualified candidates in close proximity to the Washington DC metropolitan area will be given strong consideration.

Compensation. This is an appointed, contract position that does not include benefits. Salary is negotiable depending on experience and qualifications. Terms of employment are outlined in an agreement with the ED and the Board of Directors.

APPLICATIONS

Interested applicants should electronically submit an application packet consisting of a cover letter, resume, current salary, and three professional references to MCCA President, Houston Police Chief Art Acevedo at art.acevedo@houstonpolice.org.

CONTACT: For any questions regarding the position or application process, please e-mail Chief Art Acevedo at art.acevedo@houstonpolice.org or contact him via phone at (713) 308-1600 [office].