



Plan and related member-adopted policies, the Executive Director performs functions under the Board's direction that include, but are not limited to:

- Providing vision and leadership to guide organizational growth and development
- Coordinating the organization's strategic planning activities
- Acting as secretary and ex-officio member of the Board of Directors and ex-officio member of all Commission committees, task forces and panels
- Being the primary spokesperson for Commission policies, programs and activities
- Serving as a liaison with U.S. and Canadian elected officials, policy makers, managers, researchers and agencies/ organizations at all levels of government, academia and the private sector
- Representing Commission interests at regional, national and international levels
- Preparing and presenting testimony and related policy positions
- Providing oversight of the hiring, evaluation and supervision of staff
- Managing budget development, financial management, and internal auditing
- Providing leadership and strategic vision in program development and fundraising
- Implementing and sustaining a member-approved strategic plan with policy, programmatic and financial dimensions

### **Knowledge, Experience and Skills**

Candidates must have significant leadership experience demonstrating accomplishments in the following priority areas:

- Ability to provide organizational vision
- Ability to advocate organizational priorities
- Facilitation/mediation skills to resolve issues between members and constituents
- Ability to build trust in the Great Lakes Commission and its staff among members and other stakeholders
- Ability to manage finances for, and support development of, a non-profit organization

Educational requirements are commensurate with a master's degree, doctorate preferred. Also preferable is an educational background in such areas as public policy and management or natural resource development and management. Demonstrated skills in policy research and development as well as program implementation are considered important in successfully serving as executive director for the Great Lakes Commission. Also considered important is an understanding of the environmental, economic, social and governmental dimensions of the binational Great Lakes-St. Lawrence River System, and experience in working with elected officials, policymakers, scientists and opinion leaders at all levels of government and the private sector. A working knowledge of sustainable development principles and environment/economy linkages is essential, as is an ability to effectively engage the scientific, policy and management communities within the binational region and beyond. Demonstrated ability to effectively supervise a multidisciplinary staff, including staff hiring, is required for this leadership position.

Other highly desirable qualifications include outstanding verbal and written communications skills; ability to coordinate multiple projects in a complex organizational setting; budgeting and audit protocols; familiarity with federal, state and foundation project proposal requests and project reporting requirements; a thorough understanding of governance systems and advocacy approaches in the United



Indiana, Michigan, Minnesota, New York, Ohio, Pennsylvania and Wisconsin.) Associate membership for Ontario and Québec was established through the signing of a “Declaration of Partnership” and the premiers of those provinces also appoint up to five delegates. The Commission maintains a formal Observer program for U.S. and Canadian federal agencies, tribal authorities, binational agencies and other regional interests. The Commission offices are located in Ann Arbor, Michigan.