

POSITION ANNOUNCEMENT

EXECUTIVE DIRECTOR



COSSBA

CONSORTIUM OF
STATE SCHOOL BOARDS ASSOCIATIONS

POSITION ANNOUNCEMENT EXECUTIVE DIRECTOR



The Consortium of State School Boards Association has initiated a search for its first national Executive Director. Founded in 2022, COSSBA is a 501c3 nonprofit organization incorporated in the state of North Carolina.

The Core Purpose of the Consortium is to serve and empower a national, non-partisan alliance of state school boards associations that are dedicated to ensuring public school board leaders obtain high quality training and support in order to provide excellent and equitable public education in local communities throughout the Nation.

COSSBA's mission is to be a **non-partisan**, national alliance dedicated to sharing resources and information to **support, promote** and **strengthen** state school boards associations. We represent twenty-three states (and growing) from across the United States. Our members serve the largest collection of school board directors and students. Membership and participation is open to all state school boards associations. State associations may join upon approval by their board and submission of their first-year dues payment.

OUR MEMBERS

The member states of COSSBA believe deeply in the importance of a national organization to support the work of state school boards association. State associations have come together to create a new organization that is effectively serving and supporting the states to help them best serve their local school boards.

Alabama Association of School Boards
Arkansas School Boards Association
Florida School Boards Association
Georgia School Boards Association
Idaho School Boards Association
Illinois Association of School Boards
Indiana School Boards Association
Iowa Association of School Boards
Kentucky School Boards Association
Louisiana School Boards Association
Michigan Association of School Boards
Minnesota School Boards Association

Mississippi School Boards Association
Missouri School Boards Association
Montana School Boards Association
New Hampshire School Boards Association
North Carolina School Boards Association
Ohio School Boards Association
Pennsylvania School Boards Association
South Carolina School Boards Association
Tennessee School Boards Association
Virginia School Boards Association
Wyoming School Boards Association

WHAT WE DO

- ✦ Support the work of state school boards associations through effective staff collaboration, networking, and shared resources
- ✦ Provide networking opportunities for local school board members and association board members to enhance the effectiveness of their work
- ✦ Advocate and monitor federal education issues and policies impacting local school boards and public education aligned with a statement of core values and beliefs of COSSBA
- ✦ Provide federal judicial advocacy impacting local control and public education

FEDERAL ADVOCACY PLATFORM

COSSBA advocates for public education with Congress, acts as a liaison with the USDOE and other relevant federal agencies, and files federal amicus briefs on behalf of public education.

COSSBA's initial legislative platform focuses on five key issues.

- ✦ Child Nutrition Programs
- ✦ Broadband, Connectivity, and E-Rate
- ✦ COVID-19 Funding
- ✦ Individuals with Disability Education Act (IDEA)
- ✦ Teacher and Principal Training and Recruitment: Title II, Part A

COSSBA 2023 EVENTS

- ✦ Leadership Conference (January 2023) - For state association boards of directors and executive directors
- ✦ Annual Conference (April 2023) - For state associations and their local school board members
- ✦ Urban Boards Alliance Symposium (August 2023) - For local urban, rural, and suburban school boards
- ✦ Federal Advocacy Conference (September 2023)- For state associations and their local school board members

WHAT WE DO

URBAN BOARDS ALLIANCE

COSSBA's Urban Boards Alliance (UBA) Supports and Equips School Boards with the requisite knowledge, skills, training, and experiences to address and improve the educational outcomes of students in challenging environments.

As a compliment and supplement to the professional development and training offered by its member state school boards associations, COSSBA will collaborate with its member state associations and the Alliance's Program Advisors to provide a national program of training, resources, and networking to its state association member school boards to create and share educational strategies that address and improve the educational outcomes of students within challenging environments. The recognition that these environments impact students in and out of the classroom is critical to their success in our schools.

The UBA recognizes that these challenging environments and issues are not unique to only urban school districts and thus invites and encourages participation from rural and suburban districts who also face these challenges. Through COSSBA's UBA programming, all school boards and governance teams will better understand the issues and share best practices to effectively support and serve all students.

OUR GUIDING PRINCIPLES

Focused and responsive
Transparent and efficient
Reflective and relevant
Representative and accountable
Unified

OPPORTUNITY

Serving as the chief executive officer for COSSBA, the Executive Director is responsible for the general management of the organization under the supervision of a national board of directors. The ED will represent and act on behalf of the Consortium with member state associations, other state and national organizations, appropriate agencies, and other stakeholder groups.

KEY RESPONSIBILITIES

- ✦ Prepare and submit to the Board of Directors recommendations relative to all matters requiring Board action, providing the Board with such necessary and helpful facts, information, and reports as are needed to ensure the making of informed decisions
- ✦ Inform and advise the Board of Directors concerning the programs, practices and problems of the Consortium and keep the Board informed of the activities of the Consortium
- ✦ Conducts continuous evaluation of the progress and needs of the Consortium and periodically reviews findings with the Board of Directors
- ✦ Employ and direct the employment of staff members necessary to carry on the work of the Consortium
- ✦ Regularly evaluate the performance of the Consortium staff
- ✦ Prepare an annual budget for consideration and adoption by the Board of Directors in conjunction with the relevant COSSBA committee
- ✦ Provide quarterly and annual reports on the status of the budget and the financial affairs of the Consortium
- ✦ Prepare an agenda for and schedule quarterly meetings of the Board of Directors
- ✦ Assist in formulating the Consortium's advocacy positions and the legislative agenda
- ✦ Implement the Consortium's mission, advocacy positions and legislative agenda
- ✦ Administer the Consortium's services, resources, and property in a manner consistent with laws, policies, and budget restraints
- ✦ Communicate effectively to the Consortium's membership on matters of interest and importance
- ✦ Execute and administer contracts and legal matters in a manner consistent with policy

QUALIFICATIONS

The Executive Director should demonstrate the following skills and personal attributes consistent with the Board of Director's expectations.

- ✦ Knowledge of the job and field of public education
- ✦ Leadership in advancing the Consortium's policy positions, goals, and mission
- ✦ Initiative in proposing and implementing new programs and services that provide a direct benefit to Consortium members
- ✦ Delegate authority to Consortium staff, as needed
- ✦ Experience and knowledge of convention/ conference planning
- ✦ Utilizing problem solving skills to address challenges that the Consortium may encounter
- ✦ Fiscal stewardship
- ✦ Professional demeanor
- ✦ Effective technology skills and knowledge
- ✦ Ability to enhance and foster positive relationships with the Board of Directors
- ✦ Strategic Planning
- ✦ Effective internal management
- ✦ Maintains high moral and ethical standards both personally and professionally

The qualifications for the Executive Director shall be as follows:

- ✦ At least 10 years' senior leadership experience
- ✦ Excellent written and verbal skills
- ✦ In depth knowledge of school board responsibilities and operations
- ✦ Advanced degree preferred

THE SEARCH

The COSSBA Transition Steering Committee has appointed a nine-person search committee charged with identifying highly qualified candidates for the Executive Director position. Anyone wishing to apply should submit their CV, letter of interest, compensation expectations, and four professional references to: COSSBAsearch@gmail.com.

Initial interviews will be conducted via Zoom beginning in November. The committee may invite select candidates to an in-person interview tentatively scheduled to be held Saturday, December 10 in Chicago, Ill. Finalists will be submitted for consideration to the full COSSBA Transition Steering Committee in mid-December.

COSSBA hopes to introduce the selected candidate during our annual convention in late March 2023 with an official start date to be determined.