

## Position Announcement:

# Will you lead us into our future as our new Executive Director?

The Southeast Service Cooperative Board of Directors offers this opportunity for an individual who will lead our organization with high-level competencies in

*financial development and acumen*  
*leading and managing change*      *credibility*  
*intelligence and judgment*      *Interpersonal savvy*  
*strategic thinking*      *inspirational leadership*

Our new Executive Director will situationally employ various leadership styles—visionary, coaching, democratic, and affiliative - to guide organizational visioning, planning, and member engagement. Key responsibilities include:

- Serves as steward of our core values—**integrity, excellence, relationships** - and leads efforts to continuously develop our core competencies—**collaborative culture, customer-focused service design, intentional agility**.
- Develops organizational policy; administers standards and procedures across operations and workforce.
- Directs administrative team in operations management and program planning.
- Serves as organizational representative, generating SSC awareness and collaboration opportunities with the public, private industry, and partner organizations.

**Education and Experience:** Master's degree preferred, bachelor's degree required in education or public administration, organizational leadership/management, or related fields; minimum five years organizational administration and business management; risk management experience preferred. Insurance and securities licensing to be secured within six months of employment.

**Compensation:** Salary \$130,000—\$170,000; attractive benefits.

**Application deadline:** Thursday, September 7. To apply, visit [www.ssc.coop](http://www.ssc.coop) and click on the position opening link to complete the online application; attach cover letter, resume, and supporting material, including three letters of recommendation.

**Expected interview dates:**

First round Wednesday and Thursday, September 27 and 28  
Second round Thursday, October 12

**Anticipated start date:** January 1, 2018.

**Search Facilitator:** Gary Kuphal, [gary.kuphal2@gmail.com](mailto:gary.kuphal2@gmail.com), phone 507.459.3535

## Who we are and what we do.

SSC (ISD #921) is a public, non-profit agency started by statutory authorization in July 1976. We serve over 80 public and private school districts, cities, counties, and other organizations in the 11-county southeast region of Minnesota. Member institutions enroll almost 82,000 preK-12 students and employ 17,500 employees. Student enrollment ranges in size from 100 to almost 18,000.

Our Board of Directors, comprised of 10 individuals elected by member organizations, works with our staff and advisory committees to strategically vision, develop, and deliver cooperative services. Operations and programs are funded with membership fees, service fees, administrative fees to contracted vendors, and grants and scholarships.

SSC's workforce of 25 staff and our corps of independent consultants deliver administrative services such as facilities management, volume purchasing, health insurance pool management, and the Wood Lake Meeting Center. Educational programming includes professional development, a multi-partner mobile science lab, student enrichment programming, and the Southeast/Metro Regional Center of Excellence with the MN Department of Education. SSC collaborates with eight other MN Service Cooperatives to support education, local government and non-profits statewide in these and other program areas.

*We are an award winning regional service agency with a sound track record of superior service, financial stability, workplace excellence, and innovative thinking:*

- ◇ *Top Innovator 2016 (Local Government Innovations)*
- ◇ *Baldrige 2015 process, Commitment Level*
- ◇ *SE MN Best Places to Work Award 2012, 2013, 2014, 2015, 2016*
- ◇ *National "When Work Works" Flexible Workplace 2008, 2010, 2011, 2012, 2013, 2014 (top 25), 2015, 2016, 2017*
- ◇ *United Way Olmsted County 2010, 2011, 2012, 2013 Platinum, 2014 Live United top award, 2015 Platinum, 2016 Platinum*