

## ***Qualities needed in new IACCT Executive Director***

### **Overall:**

The IACCT Executive Director (E.D.) must be passionate about the Community Colleges of Iowa. Once in the role, The E.D. must be seen as an expert on Iowa's Community Colleges. The E.D. holds a unique role in that he/she is not identified with any one community college but is the visible face for all of Iowa's 15 Community Colleges. The values that the 15 Community Colleges embrace must manifest themselves in the E.D. This person must foster unity and trust among the member colleges. This role will demand outstanding personal traits such as integrity, self-confidence, leadership, superior organizational skills, and the ability to take advice and be a good listener. The E.D. must be committed to diversity, equity and inclusion. While this person will need to recognize a work-life balance, the demands of the position are many. The E.D. must recognize the big picture and serve as a transformational leader not a transactional one.

### **Advocacy:**

One of the main aspects of the E.D.'s role is that of community college advocacy in the realms of government and business. This person will be responsible for coordinating support for the legislative agenda of the collective colleges. IACCT is dedicated to speaking with one voice. This is particularly important in dealing with policy makers who have the ability to impact needed resources. The E.D. must maximize relationships to the benefit of the IACCT member colleges. There will be an emphasis on coordinating the Association's advocacy to the legislature, the Governor, the various executive branch entities, and economic and workforce boards. These relationships must also reach beyond governmental entities. Building partnerships with business, industry and agricultural organizations will be needed. The E.D. must be politically astute, possess situational awareness, and have the ability to connect with people. This person must be seen as an advocate for the community colleges of Iowa and not be seen as partisan.

### **Communication:**

The E.D. will need to possess exceptional communication skills. Being a good listener is essential. Contact with college trustees and presidents is an everyday part of the position. Having good judgement, diplomacy skills and the ability to be a mediator are all needed to build the necessary relationships and avoid unnecessary conflict.

### **Internal Organization:**

The E.D. must be a good steward of IACCT's internal organization. IACCT is a mature organization and has built up a solid infrastructure. The Association is governed by a board that is made up of trustees from each of the 15 member colleges. The board delegates to the E.D. the responsibility for the operational needs of the Association. The E.D. must therefore have skills in organizational management, personnel, finance, legal transactions, and asset protection. Maximizing the potential of the small but tremendously capable staff is essential. The E.D. must have the ability to make sound decisions and prioritize effectively. Having a critical eye for the best interest of IACCT while being analytical and creative are needed skills. The E.D. must respect the governance of the board including its committee structure. The E.D. will support the board by being transparent and being inclusive with each member.

### **Trustee Education and National Liaison:**

IACCT values timely and effective trustee education. The E.D. is responsible for trustee educational events. The many skill sets mentioned in this document will be especially helpful in this area. A constant challenge of trustee education is to keep it relevant, and offered through a variety of methodologies to make it effectively available to the members. The E.D. will also coordinate IACCT member participation in educational activities at the national level offered by ACCT.