



*The First Source for Nonprofit Leaders* SINCE 1963



## **Position Guide**

*Executive Director*

[www.safeplumbing.org](http://www.safeplumbing.org)



**POSITION:** Executive Director

**REPORTS TO:** Board of Directors

**LOCATION:** Rolling Meadows, IL or Flexible (United States)

#### **VISION**

Safe, responsible plumbing. Always.

#### **MISSION**

To promote the water efficiency, health, safety, quality and environmental sustainability of plumbing products while maximizing consumer choice and value in a fair and open marketplace

To provide a forum for the exchange of information and industry education

To represent openly the members' interests and advocate for sound environmental and public health policies in the regulatory/legislative processes

To enhance the plumbing industry's growth and expansion

#### **ABOUT PMI**

Plumbing Manufacturers International (PMI) is the voluntary global trade association for plumbing product manufacturers. Its members produce 90% of the plumbing products used in the United States, and represent more than 150 brands. PMI serves its members as a technical resource and by facilitating advocacy, information exchange and early warning notice on critical industry issues.

The association functions as a sounding board for its members, a source for industry and market information, and as a coordinating and decision-making body for dealing with industry issues. PMI helps develop, update, and maintain plumbing standards and codes, and works closely with government agencies at all levels – federal, state and local – to advocate on behalf of safe and fair plumbing manufacturing practices.

Plumbing Manufacturers International (PMI) originally began as the Plumbing Brass Institute. The scope of the organization was expanded in 1975 and the name changed to the Plumbing Manufacturers Institute. In 1998, it was reorganized around focus issues,

product groups and standing committees. In 2011, it launched a new name and identity to reflect its international reach.

Over the years, PMI has built strategic alliances with counterpart organizations in Canada and the United Kingdom. PMI staff regularly attends international trade shows and conferences such as CEIR (European Association for the Taps and Valves Industry), World Plumbing Council (WPC), Bathroom Manufacturers Association (BMA) and Canadian Institute of Plumbing and Heating (CIPH).

The association advocates for its members and the industry in regulatory and legislative matters, and is a source for industry information. PMI staff sits on a variety of key industry committees, helping to develop and maintain codes and standards. PMI members have exclusive access to the U.S. Department of Commerce through the Industry Trade Advisory Committee (ITAC)/9 on Fair Trade Issues.

PMI is also active in a variety of key industry groups including:

- Alliance for Water Efficiency (AWE - charter member)
- National Association of Homebuilders Leading Suppliers Council
- National Association of Manufacturers (NAM)
- United States Green Building Council (USGBC)
- United States Water Alliance and the Value of Water Coalition

PMI hosts [www.safeplumbing.org](http://www.safeplumbing.org), an advocacy website presenting the facts about critical industry issues and initiatives for policymakers, regulators, journalists and the public. PMI members benefit from the information posted for them on the pages dedicated specifically to the association. PMI also conducts forums and workshops to provide members with important insights into key issues.

Membership in PMI is open to manufacturers of plumbing industry products including potable water supply system components, fixtures, fittings, waste fittings, flushing devices, sanitary drainage system components, and plumbing accessories. These products are marketed and sold within the United States, Canada, and Mexico along with other international markets. Allied membership opportunities are also available to accredited certifiers, suppliers, and vendors in the plumbing manufacturing industry.

Recently, PMI was active in responding to the Flint, [Michigan water crisis](#). In 2016, PMI worked with Local 370 of the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry (UA) to donate residential faucets, showerheads and other plumbing supplies, which were installed along with water filters provided by the state of Michigan, by the UA plumbers in thousands of affected homes.

The Board of Directors is currently comprised of 8 highly professional and committed members of the industry. In addition, PMI leadership includes the Strategic Advisory Council ("SAC"), comprised of CEOs from member organizations. The SAC advises in key advocacy and outreach efforts with leaders and consultants at PMI. PMI has a staff of 3 paid full-time employees and 1 paid part-time employee along with a team of consultants. PMI's operating budget is approximately \$1.6 million.

## **THE OPPORTUNITY**

PMI has built a strong reputation as the leading voice on issues, standards, and codes relating to the plumbing industry and the safe, efficient use of water. It has been well known over the years for its technical expertise contributing on various proposed codes and standards. Recently, the organization has taken a more comprehensive role in advocacy and outreach on behalf of its members. This role has allowed it to expand its voice to the legislative level with more sophistication and on larger issues impacting water usage and the plumbing industry, being proactive to member companies.

The next Executive Director will have the opportunity to build upon this success and develop an advocacy and outreach vision for the association that is proactive and delivers maximum value for membership. Working directly with the Board of Directors and the Strategic Advisory Council, the Executive Director will be responsible for enhancing PMI's role and profile as an advocate, as well as an industry technical expert, in the years ahead.

## **POSITION SUMMARY**

Reporting to the Board of Directors, the Executive Director is responsible for directing the operational activities of the association and supporting strategic and financial goals. The Executive Director is responsible for working with the Board of Directors to develop a strategic business plan which is approved by the Board of Directors while managing the day to day operations of the association. This includes planning, budget development and management, development of programs and events, and building and maintaining the relationships that are key to PMI members. Performance will be highly weighted on adding membership value, establishing positive "personality" to the association and offering enlightened approaches to ever shifting association issues, maneuvering towards fair consensus.

## **CANDIDATE PROFILE**

We seek a proven executive-level leader whose career in a similar-size or larger national association, or comparable business enterprise, has been noted by their ability to chart a path forward with exceptional communication skills and servant leadership style. This person must exhibit success in collaborating with and convening diverse stakeholders sharing common interests and values so that the tactics and strategic goals of the organization are pursued in a collegial, transparent and highly participatory manner. Direct experience in manufacturing is not required, though general knowledge of the industry would be highly advantageous.

The successful candidate will have a proven record in building strategic advocacy and outreach efforts on behalf of an organization or association; a creative approach to marketing and branding; strong negotiation skills and a comfort level being the face of the organization. We seek a leader who can develop and support a team of professional employees through effective delegation, professional development and confident decision making. The qualified candidate will possess a high level of business and financial acumen.

This person should demonstrate an ability to both raise the profile of PMI nationally and internationally and to support the best interests of members. Experience working with stakeholders to build new business relationships, partnerships and expanded membership

is highly desired. Along with these skills, some of the important personal attributes we seek include authenticity, strategic problem-solving, proactive approaches, diplomacy, humbleness and nimbleness.

An undergraduate degree from an accredited college or university is required. An advanced degree is preferred. Demonstration of continuing professional education, accreditation in a professional field and/or board leadership at a state or national professional or trade association would be highly desirable.

To apply, please send a current resume and letter of introduction to Kittleman & Associates, LLC at <http://www.kittlemansearch.com/plumbing-manufacturers-international-pmi/>

For more information about PMI, visit [www.safeplumbing.org](http://www.safeplumbing.org)

PMI is an Equal Opportunity Employer