



## **Position Announcement Major County Sheriffs of America**

The Major County Sheriffs of America (MCSA) is conducting a national search for the position of Executive Director. The Executive Director is appointed by and reports to the President and Executive Board of Directors. The Board is seeking a strong leader who can manage the day-to-day affairs of the association, represent the association in a wide range of settings, and plan for the future growth and stability of the organization.

### **The Major County Sheriffs of America**

The Major County Sheriffs of America (MCSA) is a professional law enforcement association of elected sheriffs from approximately 90 counties or parishes with populations of 500,000 or more, collectively serving over 100 million constituents. The MCSA was established in 1998 to address the unique needs and issues of large law enforcement/corrections agencies. The MCSA is dedicated to preserving the highest integrity in law enforcement and corrections and the elected Office of the Sheriff.

### **MCSA Mission**

America's largest sheriffs' offices united to ensure public safety in the communities we are elected to serve.

### **MCSA Vision**

The Major County Sheriffs of America: Leading the way for a safer America.

### **Guiding Principles**

The Major County Sheriffs of America is a united and powerful voice of community leaders on issues of public concern through:

**Sense of Urgency:** Serving with speed and accuracy for maximum positive outcomes because America's safety is always at stake.

**Communication:** Delivering real time, relevant communications with stakeholders using all state of the art systems.

**Education:** Develop and promote innovative law enforcement and detention training.

**Advocacy:** Educate and foster relationships with legislators, government agencies, and stakeholders while proactively identifying relevant issues.

**Research:** Establish standards and processes based upon science, technology, and time proven best practices with public and private partnerships.

## **Governance Structure**

A seven-member Executive Board of Directors elected by the membership for two-year terms governs MCSA.

**President** – Sheriff Grady Judd, Polk County, FL (Term expires 12/31/19)

**Vice President** – Sheriff Jim McDonnell, Los Angeles County, CA (Term Expires 12/31/19)

**Vice President of Government Affairs** – Sheriff Mike Bouchard, Oakland County, MI (Term Expires 12/31/18)

**Vice President of Homeland Security** – Sheriff Rich Stanek, Hennepin County, MN (Term Expires 12/31/19)

**Secretary** – Sheriff Dave Mahoney, Dane County, WI (Term Expires 12/31/18)

**Treasurer** – Sheriff Bob Gualtieri, Pinellas County, FL (Term Expires 12/31/19)

**Immediate Past President** – Sheriff-Coroner Sandra Hutchens, Orange County, CA (Term Expires 12/31/19)

The President and Vice President are limited to one two-year term at which time the President assumes the position of the Immediate Past President and the Vice President assumes the position of President.

The Executive Board meets via teleconference each month. The MCSA conducts two major meetings each year - the MCSA Annual Winter Meeting in February, in Washington, D.C. (a joint meeting held biennially with the Major City Chiefs' Association), and held adjacent to the NSA Conference; and the MCSA Annual Summer Meeting in June (also held adjacent to the NSA Conference). In addition, MCSA conducts a biennial training seminar, periodic workshops, and other seminars as needed.

The Board has overall responsibility for MCSA including appointing the Executive Director. In addition to the Executive Director, the Board employs an Executive Assistant, currently a vacant position. The Executive Director and Executive Assistant are contract employees. MCSA is supported by the Brooks Bawden, LLC

who is under contract to provide legislative and policy support in Washington DC. and an attorney who serves MCSA on a retainer provides legal advice.

MCSA has established several committees to help achieve association goals:

- Professional Development Committee
- Legal Affairs Committee
- Policy and Procedures Committee
- Communications Committee
- Technology Committee
- Intelligence Commanders Group

### **The Ideal Candidate**

The MCSA President and Board are seeking an individual who has a strong record of leadership with an understanding of national issues and challenges in law enforcement and specifically the Office of the Sheriff. Candidates must have the ability to manage a small association with a diverse membership of Sheriffs from the largest agencies in the United States. The ideal candidate must have a sense of urgency and be a self-starter with a strong work ethic, as well as have the ability to work with limited staff assistance. The executive director must be responsive to the President and Board of Directors and have the ability to work within the framework of broad general direction. Qualified candidates must live in close proximity to the Washington DC metropolitan area or be willing to relocate.

### **Competencies and Personal Characteristics**

- Operates with a sense of urgency;
- Unquestioned honesty, integrity and ethics;
- Confident, poised and persuasive;
- Able to motivate and persuade others to appropriate courses of action;
- Think and act strategically;
- Visionary and strongly committed to the mission of the organization and to fulfilling the needs of its members;
- Politically astute, with strong negotiating skills;
- Effective and efficient in overseeing daily operations and implementing Board decisions;
- Engaging, personable and approachable; cognizant and respectful of the appropriate role of the Executive Director relative to that of the Board and volunteer leaders;
- Strong interpersonal skills and ability to collaborate and interact effectively with diverse groups of people; and
- Make timely and effective decisions to advance initiatives.

## **Qualifications**

**Experience** –Candidates must have a proven track record of being able to work with a diverse group of individuals and organizations to achieve goals. Experience and success in the public and private sponsorship fundraising is highly desirable. Experience in planning, research, surveying, and systems development is necessary.

**Education** – A Master’s Degree (bachelor’s degree may be considered)

## **How to Apply**

Applications will be accepted electronically from March 9, 2018 until the position is filled. Applications should be submitted to MCSA President Sheriff Grady Judd at the attention of Alicia Manautou, Aide to the Sheriff at [amanautou@polksheriff.org](mailto:amanautou@polksheriff.org). Applications must include a cover letter, resume, and three professional references.

## **Questions**

Questions should be directed to Sheriff Grady Judd or Alicia Manautou at [amanautou@polksheriff.org](mailto:amanautou@polksheriff.org) or 863-298-6340 (Office).