



Applied Systems Client Network

Job Summary

Position: Chief Executive Officer

Salary: \$120,000 to \$150,000 Depending on Experience/Qualifications

Employer: Applied Systems Client Network, Inc., ASCnet

Category: Executive Director/CEO

Location: FL Based Organization Relocating to Suburban Chicago, IL

Type: Full Time – Experienced

Education: 4 Year Degree, CAE Preferred

Employer Information

ASCnet, www.ascnet.org, is a 25-year old volunteer organization with 4,000+ members and 65+ local chapters. Our members are insurance agencies and brokers that run their agency operations using Applied Systems insurance software platforms. We seek to lead insurance business practices through education and advocacy. Our goal is to enhance our members' growth and profitability.

ASCnet is relocating its headquarters from Orlando, Florida to suburban Chicago, Illinois to better meet the needs of its members. The exact location is to be determined.

Job Description

The CEO is responsible for advancing the organization, carrying out the policies of the Board of Directors, and overseeing the daily operations of the organization by supervising a present staff of nine.

Responsibilities/Accountability

- Proven ability to manage a volunteer association
- Governance, interaction with the Board of Directors and its committees, and implementation of Board of Directors' policies
- Lead and implement the strategic planning process in conjunction with the Board of Directors
- Fiscal accountability for the budget and personnel-related expenses
- Oversee planning and delivery of annual education conference, TENCon, and other educational conferences and symposiums with staff and volunteer leaders

- Identify new growth areas, communication methods, and education delivery vehicles (online communities, webinars)
- Oversee ASCnet's products, programs and services
- Manage staff (hiring, training, evaluating, terminating)
- Increase membership
- Serve as spokesperson for the association along with the volunteer leaders
- Recruit, support and develop volunteer leaders to serve as the face of the organization and participate with various operational and industry committees
- Some travel required

Personal Attributes/Requirements

- Proven ability to work with a Board of Directors, volunteers, staff, and industry
- Leads with passion for the members' interests, supports volunteer leaders and staff and sets an example by serving others
- Ability to think both strategically long-term and execute tactical plans
- Team player with an ability to work well with others
- Ability to motivate and develop staff and member volunteers
- Bachelors degree required; advanced degree and/or CAE encouraged
- Insurance industry and technology experience and knowledge a plus
- Demonstrated experience in an association leadership role, or public or private sector business
- Demonstrated experience managing staff and working with Board of Directors and volunteers
- Demonstrated board development, team leadership, and communications capabilities
- Practical experience with financial management of a multi-faceted/complex organization

Application Process

Email resume to lparry@parry-insurance.com. Applications will be held in confidence among the members of the search committee.

Resumes should be received by March 31, 2010.

Personality profile, drug testing, background and reference checks will be a condition of employment.

Selection and announcement to be made in May, with an anticipated start date of June 1, 2010.

