

**DEPUTY EXECUTIVE DIRECTOR/ED DESIGNATE  
CITYCOUNTY INSURANCE SERVICES--Salem & Tigard, OR**

CIS (Citycounty Insurance Services) seeks well qualified candidates for its Deputy Executive Director position, to succeed the retiring Executive Director (ED) in March, 2019, upon Board ratification.

An Oregon top workplace that offers its members award-winning products and services, CIS is a public entity that provides insurance and risk management services to 340 Oregon cities, counties, and related entities. Formed in 1981 by the statewide municipal league and county association, CIS serves the majority of Oregon's cities and counties with one or more CIS programs: property, liability, workers' compensation and health benefits. The 71 employees serve CIS members mostly from the main office in Salem or a satellite office in Tigard. Operating budget is \$14 million, total annual revenues \$205 million, net assets \$135 million.

The ED serves as CEO, at the pleasure of a 10-member Board of Trustees. The Board established the Deputy position to facilitate a smooth and effective staff leadership transition, enabling the successor ED to become familiar with CIS members, operations, personnel, finances, Board members, policies and priorities, and to work on high-level projects during the transition period.

**QUALIFICATIONS**

The ideal candidate must have a bachelor's degree from an accredited institution, and preferably an advanced degree. He or she will have at least 10 years of relevant experience, including five years in a senior management role in a comparably-sized organization; local government or membership association experience; experience with insurance pools and products, and with risk management; and a demonstrated track record of effective management and leadership, innovation, change management ability, and appreciation for and promotion of productive technology.

Send letter of interest resume via email to: Ellis Hankins, Senior VP, The Mercer Group, Inc., at [ehankins80@gmail.com](mailto:ehankins80@gmail.com), or request recruitment brochure. Eligible veterans and disabled veterans who meet the minimum qualifications will be given veterans' preference. To receive preference consideration, indicate your eligibility in your letter of interest. Review of applications begins May 2, 2018. Competitive salary, excellent benefits. EOE, CIS values diversity.

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