



Position Specification

International Code Council
Chief Executive Officer

Our Client

The International Code Council (ICC) is a nonprofit association that is focused on building safety worldwide. ICC provides a wide range of building safety solutions including product evaluation, accreditation, certification, consulting, codification and professional development. ICC develops model codes and standards used worldwide to construct safe, sustainable, affordable and resilient structures.

HISTORY

The Code Council was established in 1994 as a non-profit organization dedicated to developing a single set of comprehensive and coordinated national model construction codes. The founders of the Code Council are Building Officials and Code Administrators International, Inc. (BOCA), International Conference of Building Officials (ICBO) and Southern Building Code Congress International, Inc. (SBCCI). In the early part of the last century, these non-profit organizations developed three separate sets of model codes used throughout the United States. Although regional code development had been effective and responsive to our country's needs, the time came for a single set of codes. The nation's three model code groups responded by creating the Code Council and by developing codes without regional limitations; the International Codes® (I-Codes).

VISION & MISSION

Vision: Creating safe, affordable, and sustainable buildings and communities.

Mission: To provide the codes, tools, and resources that members rely on, building safety professionals turn to, and manufacturers and the public trust.

MEMBERSHIP

At the heart of the International Code Council's rich history is its connection with its members. The Code Council and its members work together to create safer homes, buildings, and communities. Members benefit from top-notch professional development, innovative products and services, timely industry news, and valuable networking opportunities while lending their own expertise to the code development process.

Code officials, fire officials, architects, engineers, designers, contractors and building safety professionals are all valued members of the Code Council. The organization offers several membership categories and an extensive system of regional offices, chapters and key relationships with officials at the state and local levels of government.

PRODUCT EVALUATION AND TESTING

The International Code Council provides product testing, evaluation and certification. Their team of experts and technical engineers work to ensure your build-related products, systems, materials, and methods are safe and compliant.

Code Council reports provide building safety professionals and the general public with confidence and peace of mind that every product meets the highest standards of safety. The Code Council's product listings and reports guarantee that the product has gone through a rigorous technical evaluation by expert staff, ensuring compliance with the latest applicable codes and standards.

CODES AND STANDARDS

The International Codes, or I-Codes, are the most trusted source of model codes and standards. Decades of knowledge and experience guide the code development process to create safe, sustainable and affordable communities.

The International Code Council has a system for developing model codes and standards based on trust and transparency. They develop construction and public safety codes (I-Codes) through a governmental consensus process. This system of code development has provided the highest level of safety in the world for more than 90 years. The process of developing standards is led by a technical committee, including stakeholders, through meetings guided by expert opinions to ensure the safest standards are implemented.

SOFTWARE AND TECHNOLOGY

ICC's innovative technology and software solutions simplify code research and record management, increase workflow efficiency, and integrate assets enabling the efficient development of safe and sustainable communities.

ACCREDITATION

The International Accreditation Service (IAS)* accredits testing and calibration laboratories, inspection agencies, building departments, fabricator inspection programs and special inspection agencies. ICC can help identify and close regulatory gaps, confirm compliance, and meet the needs of customers. And ICC's globally recognized accreditation programs meet several international standards (ISO, IEC, etc.) and verify that organizations are competent and comply with requirements. ICC's accreditation programs are based on internationally recognized standards to assure the global acceptance of our accreditations.

PROFESSIONAL DEVELOPMENT

Training: The Code Council offers a variety of training options for every individual to earn continuing education units, learning units and/or professional development hours (CEUs, LUs and/ or PDHs) that can be used toward Code Council certification renewal and career advancement. ICC has a robust library of online and in-person courses ranging from beginner to advanced topics in building safety including topics specific to fire, design and construction, safety, plumbing, mechanical, fuel gas, and leadership.

Credential: The Code Council provides highly regarded credentials that demonstrate a confirmed commitment to protect public health and safety. ICC's credentials are recognized world-wide and are an employment requirement for many organizations/jurisdictions. Most Code Council examinations are open to all individuals with no prerequisite for experience or education.

CONSULTING SERVICES

Code Council Consulting Services provide the most trusted and comprehensive codes and standards consulting service available, covering all aspects of the building construction industry. With unparalleled domestic and international expertise in building safety and resiliency, the range of solutions for clients include building code development, publication, implementation, analysis, enforcement, technology/digitization, product testing/listing/evaluation, accreditation, training, personnel credentialing, permitting software, and record management.

The Role

The Chief Executive Officer (CEO) of the International Code Council reports directly to and collaborates with the ICC Board of Directors to lead the member-focused association dedicated to developing model codes and standards used in the design, build and compliance process to construct safe, sustainable, affordable and resilient buildings. The CEO oversees all staff and operational management of the organization, including its subsidiaries to deliver on the mission to "provide the highest quality codes, standards, products and services for all concerned with the safety and performance of the built environment."

Key Responsibilities include:

Strategy & Planning

- In collaboration with the Board, develops, prioritizes, and implements the Strategic Plan.
- Regularly reviews and reports on the progress of the Strategic Plan, ensuring that the association will thrive amid a rapidly changing industry.
- Confers with Board and staff to plan business objectives, develop organizational policies to coordinate functions and operations between divisions and departments, and establish responsibilities and procedures for attaining objectives.

- Plans, develops, and establishes policies and objectives of the business organization in accordance with Board directives and corporation charter.

Governance & Volunteer Structures

- Along with the Chair of the Board, assists the Board of Directors to fulfill its governance function to ensure compliance and alignment with nonprofit board governance best practices.
- Partnering with the Board, creates and implements volunteer systems, structures, and supporting governance models that are responsive and sustainable for today's members.
- Plays a key role in cultivation of highly qualified and committed volunteers.
- Partners across a complex governance structure and multiple Boards to ensure alignment and a cohesive vision across the ICC family of solutions.

Staff Leadership & Management

- Selects and cultivates high-performing senior staff, models effective behaviors and skills, and builds the organizational culture.
- Evaluates performance of senior staff for compliance with established policies and objectives of the organization; leadership, management, and development of staff; and contributions in attaining the association's objectives.

Finance

- Working with staff and the Board's Financial Committee(s), develops and proposes an annual organizational budget for the Board's review and approval.
- Accountable for financial management and ensuring financial stability, as well as regular reporting to the Board.
- Develops, implements, adheres to, and monitors appropriate internal controls and audit procedures that are consistent with best practices for nonprofit accounting.
- Directs and coordinates formulation of financial programs to provide funding for new or continuing operations to maximize returns on investments, and to increase productivity.

Membership, Programs & Services

- Oversees the association's membership requirements, programs, and services to ensure the member-focus values are upheld.
- Leads the development, ongoing review, and assessment of current programs and services to ensure alignment with strategic objectives.
- Ensures ongoing identification of new opportunities to better deliver the mission and meet member needs both domestically and internationally.

External Relations & Partnerships

- Serves as the ICC chief spokesperson for member, government, public, and media messaging.
- Plans and develops communications and public relations strategies and plans designed to enhance the organization's image and relations with members, stakeholders, employees, and the public.
- Present and promote the organization, its mission, its members and subsidiaries in a consistently positive manner.
- Displays innovation in the creation of partnerships and agreements with other organizations, government agencies, and institutions which advance ICC's visibility and contribute to the mission.

Candidate Profile

International Code Council seeks an engaging, strategic leader to partner with the Board of Directors in evolving the vision for the future of ICC. The CEO will drive the continued growth of the business, increased respect and recognition of the ICC brand; and an integrated, collaborative organization, culture, and team. This executive will bring an approachable, engaging style and ability to build relationships with members, as well as a broad group of stakeholders. The successful candidate will articulate a passion for ICC's mission and the value ICC's codes provide to the public and its safety.

The ideal candidate will have demonstrated experience:

- Setting and developing a cohesive strategy across a large, complex organization with diverse stakeholders;
- Engaging with a Board or Boards of Directors as an executive or volunteer leader
- Developing and executing a strategic business plan to maintain financial sustainability and growth by identifying new programs, products, and services that drive revenue diversification and add value to members;
- Recruiting, aligning, and leading a talented staff to achieve the organization's goals;
- As an articulate, culturally sensitive spokesperson who will represent ICC in the U.S. and globally;
- Leading and managing organizations with budgets of relevant scale; and
- With model codes and standards in the building and public safety industry (*preferred*).

In terms of the performance and personal competencies required for the position, we would highlight the following:

Setting Strategy

- The ability to create and articulate an inspiring vision for ICC and evolve a strategy to make buildings safer and communities more resilient.
- The inclination to seek and analyze data from a variety of sources to support decisions and to align others with the organization's overall strategy.
- An entrepreneurial and creative approach to developing new, innovative ideas that will stretch the organization and push the boundaries within the industry.
- The ability to effectively balance the desire/need for broad change with an understanding of how much change the organization is capable of handling, to create realistic goals and implementation plans that are achievable and successful.

Executing for Results

- The ability to set clear and challenging goals while committing the organization to improved performance; tenacious and accountable in driving results.
- Comfortable with ambiguity and uncertainty; can adapt nimbly and lead others through complex situations.
- A risk-taker who seeks data and input from others to foresee possible threats or unintended circumstances from decisions; someone who takes smart risks.
- A leader who is viewed by others as having a high degree of integrity and forethought in their approach to making decisions; the ability to act in a transparent and consistent manner while always taking into account what is best for the organization.

Leading Teams

- The ability to attract, recruit, and align top talent, motivate the team, delegate effectively, celebrate diversity within the team, and manage performance; widely viewed as a strong developer of others.
- The ability to persevere in the face of challenges, and exhibit a steadfast resolve and relentless commitment to higher standards, which commands respect from followers.
- A leader who is self-reflective and aware of their own limitations; leads by example and drives the organization's performance with an attitude of continuous improvement by being open to feedback and self-improvement.

Relationships and Influence

- Naturally connects and builds strong relationships with others, demonstrating strong emotional intelligence and an ability to communicate clearly and persuasively.
- An ability to inspire trust and followership in others through compelling influence, powerful charisma, passion in their beliefs, and active drive.
- Encourages others to share the spotlight and visibly celebrates and supports the success of the team.
- Creates a sense of purpose/meaning for the team that generates followership beyond their own personality and engages others in ICC's mission.