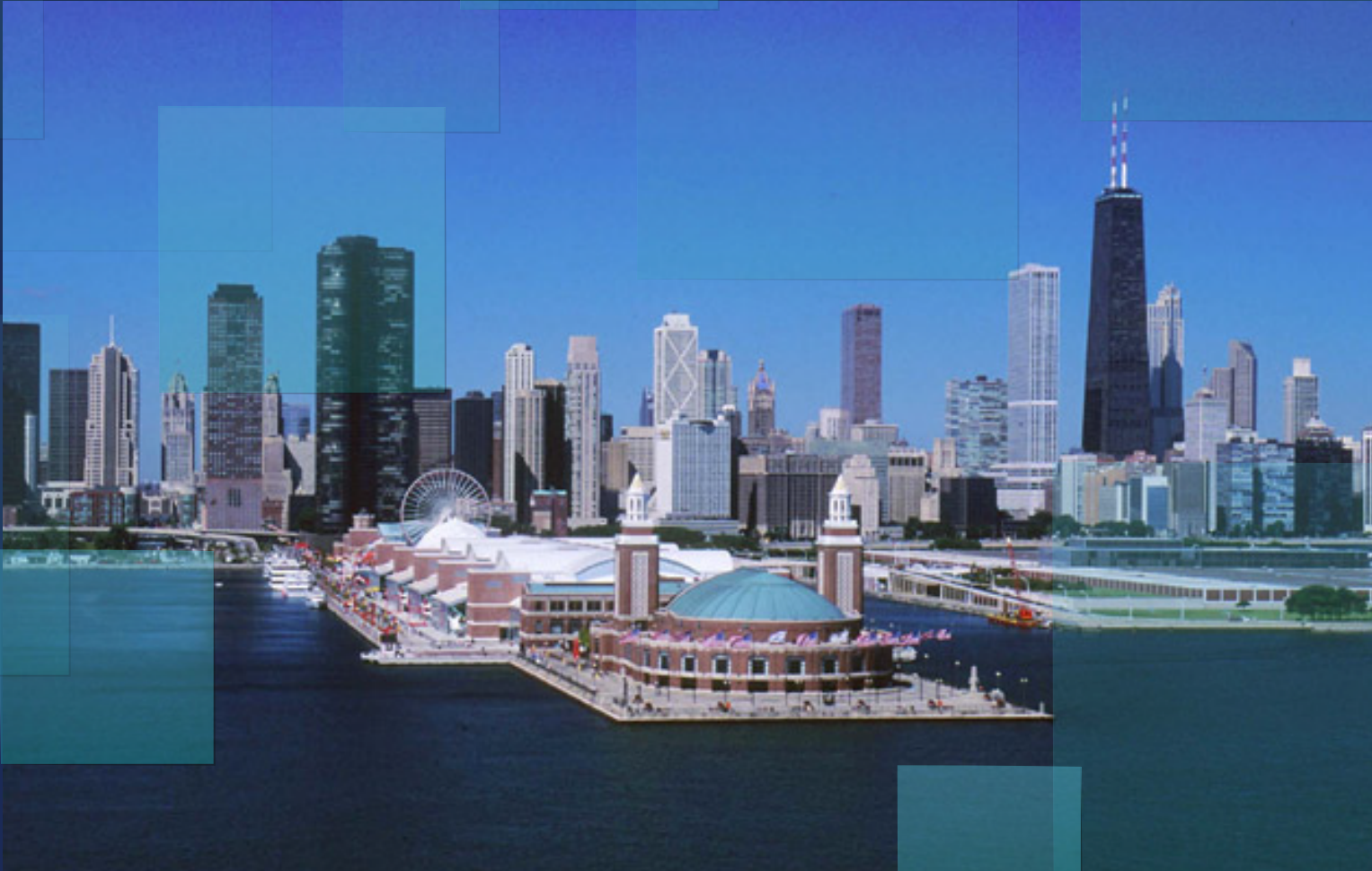




Metropolitan  
Mayors  
*Caucus*

# Executive Director

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EXECUTIVE RECRUITMENT



### POSITION IN BRIEF

The Metropolitan Mayors Caucus (MMC) is seeking leaders with a passion for addressing the opportunities and challenges facing today's local governments as candidates for its next Executive Director. The MMC is a highly successful and well-respected regional collaborative consisting of the Mayors/Village Presidents representing the nine Councils of Government and the City of Chicago. The MMC was formed in 1997 to address issues of mutual concern and is focused on several initiatives including: Aging-in-Community; Diversity Equity and Inclusion; Environment; Economic Development; Housing; Persons with Disabilities; Service Delivery and Transportation. This collaboration coordinates strategies for the region's 275 cities, towns and villages. MMC is governed by a 20-member Executive Board composed of the Mayors/Village Presidents from the City of Chicago and the region's municipalities. The Executive Director reports directly to the MMC Executive Committee.

### GOVERNANCE

The Metropolitan Mayors Caucus is a voluntary collaborative of nine regional councils of government and the City of Chicago. Founded in 1997, the Caucus has grown to 275 cities, towns and villages. The Caucus pushes past geographical boundaries and local interests to work on public policy issues affecting the region. This forum is key in improving the quality of life for the millions of people who call this region home.

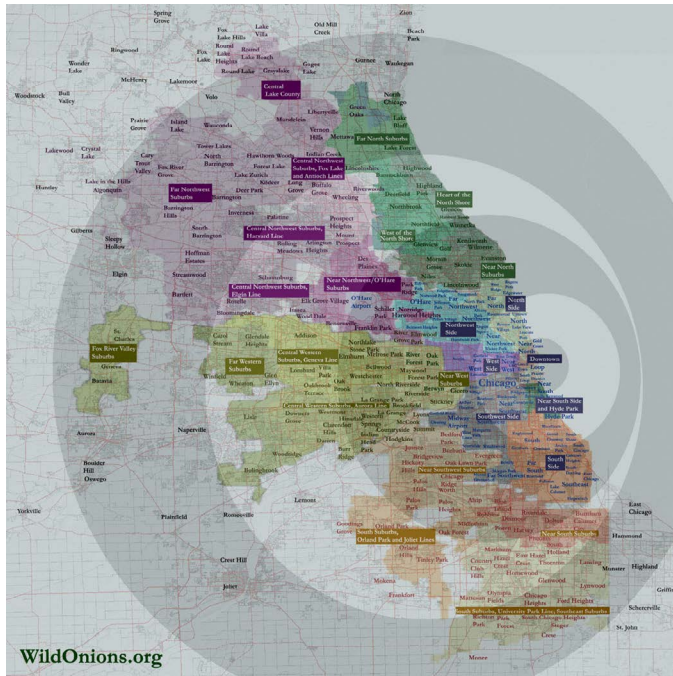
The full Caucus membership meets on a quarterly basis and is governed by the [Executive Board](#) that meets bi-monthly. The Executive Board members represent the nine Councils of Government in the Chicago metropolitan area and the City of Chicago. Notably, the Caucus has had only one Executive Director since its inception. He is retiring from his role later this summer.

Much of the work to move forward key policies and implement regional collaborative programs of the Caucus takes place in its [committees](#) and task forces. Their members include municipal officials from throughout the Chicago region. These committees and task forces determine their own meeting schedules. They provide information, technical assistance, programs, and support to communities; they are guided by a mayor and are coordinated by full time staff and include:

- ADA Coordinators Group
- Age-Friendly Communities Collaborative
- Diversity Issues Task Force
- Environment Committee
- Energy Subcommittee
- Housing and Community Development Committee
- Legislative Committee
- Regional COVID-19 Task Force
- Regional Economic Development Committee
- Service Delivery Task Force
- Transportation Committee







## THE ORGANIZATION

The Caucus offices are co-located with the Chicago Metropolitan Agency for Planning (CMAP) offices in the Old Post Office building in downtown Chicago. The Old Post Office is an art deco designed historic landmark that recently underwent an \$800 million renovation, the largest adaptive reuse project in the nation. This prestigious location allows convenient access to the City of Chicago and surrounding areas by either train or expressway. As noted earlier, the agency has had one Executive Director since its inception and has 5 full-time dedicated and talented [employees](#) (the Executive Director, two Deputy Directors, a Project Manager, a Sustainability Specialist) and two part time employees (Project Manager and Senior Advisor). The annual budget of \$2,018,000 for the Caucus is primarily sourced by dues (20%) and grants (80%). The current Executive Director has been in the position for 21 years.

## CHALLENGES AND OPPORTUNITIES

The next Executive Director can expect to guide the agency's advocacy efforts, providing support to and building consensus within the MMC Board to continue the MMC's record of regional collaboration. The next Executive Director must be an extremely effective communicator with the ability to see the big picture as well as the path for implementing strategic goals and objectives. It is important that the Executive Director conduct all Caucus business in a non-partisan manner. Specifically, the next Executive Director must continue:

- Fostering a strong, professional, and trusting relationship with 275 plus community's key players.
- Elevating the power and potential of the Caucus in the legislative arena; maximizing the potential of the MMC influence; establishing the MMC as the go to agency for the regional legislators, organizations, and federal agencies. Improved visibility and brand management for MMC.
- Working closely with all branches of State of Illinois government, understanding how to leverage state resources for the important work of the MMC.
- Capitalizing on the positive Suburban/Chicago relationship and continue identifying areas for collaboration.
- Individual initiatives with regional impact:
  - Housing – affordable and inclusionary
  - Green Initiatives
- Maximizing regional efforts and partnerships with 270 plus municipalities; increase involvement by members.
- Potentially increasing service options including but not limited to:
  - Strategic planning
  - Post Covid reinvention
  - Assistance to communities: crime prevention, employee attraction/retention issues
- Improving the visibility and brand management for MMC, ensuring that the important work of the MMC is shared throughout the region and the State of Illinois.
- Considering the financial resourcing (fundraising, grant resources) of the MMC, identifying, and seeking out additional revenue streams to support the MMC current and future initiatives.
- Demonstrating political savvy as it relates to individual, regional and state-wide perspectives and positions, and navigation of the polarization of governmental bodies.



### CANDIDATE MUST HAVES:

The next Executive Director must be an extremely effective communicator with the ability to see the big picture as well as the path for implementing strategic goals and objectives. In addition, the next Executive Director will ideally possess:

- Extensive experience working collaboratively and building consensus at an executive level with a Board of Directors, Committees and Task Forces on regional policy issues. The MMC enjoys a highly collaborative working relationship with the City of Chicago, its nine participating councils of governments, and the Chicago Metropolitan Agency for Planning (CMAP).
- Knowledge of Chicago metropolitan area local government structure, process and operations and knowledge of legislative and regulatory processes of state and federal agencies. Establish productive relationships with federal, and state officials and regional leaders to effectively advocate on behalf of MMC legislative efforts.
- Experience and ability to interact successfully and positively in an open, participatory climate working effectively with diverse groups of elected officials.
- Experience with grant acquisition and grant administration and the ability to serve as the administrator of all the MMC's internal operations.
- A collaborative and open management style with the ability to communicate effectively with staff members, empowering and supporting them in their work for the MMC.

### CANDIDATE WILL BE:

- Experienced/familiar with local government issues and challenges within the Chicagoland metropolitan area. Knowledge of State of Illinois governmental structure and operations as well as Illinois local government structure and operations is highly valued.
- Collaborative with the ability to build alliances that advance the MMC initiatives.
- Able to develop a high degree of trust with elected and appointed officials at all levels of government – local, state and federal.
- Non-partisan and highly ethical in conducting the business of the MMC.
- Strategic and politically savvy approach; anticipate concerns and have an ability to facilitate consensus across 275 member communities.
- Comfortable engaging across many constituencies, ensuring that the MMC efforts are inclusive and open to new thoughts and perspectives.
- An effective spokesperson on regional, state and federal issues, and legislative efforts.





**COMPENSATION/BENEFITS**

Starting salary range is \$150,000-\$180,000 DOQ. While this position is not eligible for IMRF, the Caucus does offer a generous benefits package including a contribution to a 401K, expense reimbursement, PTO, and 100% payment for health insurance premiums (family/individual). A hybrid work option is available and staff is permitted to respond to work demands from office or home.

**HOW TO APPLY**

Interested candidates should apply online by July 22, 2022, with a cover letter, resume, and contact information for at least five (5) professional references to [www.GovHRjobs.com](http://www.GovHRjobs.com) and to the attention of Heidi Voorhees, President or Kathleen Rush, Vice President, GovHR USA, 630 Dundee Road, Suite 225, Northbrook, IL 60062. Tel: 847-380-3240, EXT 122. Email: [Hvoorhees@GovHRUSA.com](mailto:Hvoorhees@GovHRUSA.com) or [Krush@GovHRUSA.com](mailto:Krush@GovHRUSA.com).

[Click Here to Apply!](#)

