

Position Overview

The State Director of the Wisconsin-Illinois Concrete Pipe Association (W-ICPA) plans, leads, coordinates, and oversees all operations of the W-ICPA. The W-ICPA State Director shall develop relationships with public officials, engineers, contractors, and legislators to impact market share through improvements to specifications for the concrete pipe and box culvert industry. The Director shall assist the members in activities that support the W-ICPA Strategic Plan, promoting pro-concrete pipe and box culvert specifications in order to increase market share. The Director works with the Board and ACPA VP of Operations to develop plans to meet the goals of the association. The Director shall have and perform such duties, responsibilities and authorities as may exist from time to time consistent with that position and as reasonably directed by the Board. The Director has the full authority for the management of their affairs subject only to the rules/bylaws or other governing documents and to the direction of the Board.

The State Director shall be comfortable in both small private group settings and in public speaking opportunities. Travel throughout Wisconsin and Illinois will be required up to, and at times possibly over 50 percent, including overnight. As the W-ICPA's ambassador, the Director acts as a spokesperson for the concrete pipe industry in Illinois / Wisconsin.

Additionally, the W-ICPA State Director is expected to:

1. Exemplify integrity through ethical and courageous actions and decisions to do the right thing every time.
2. Elevate credibility by deepening knowledge, experience and wisdom of our customer's needs to become a trustworthy expert.
3. Cultivate relationships into a trusted and committed authentic network.

Responsibilities

- Responsible for the implementation of and to carry out the goals of the W-ICPA Strategic Plan and Vision, utilizing members to expedite those goals.
- Develop relationships with public officials, engineers, contractors, and legislators in accordance with the Strategic Plan and as directed by the Chairman.
- Assist members with W-ICPA committee work and attend critical functions
- Government relations
- Technical marketing (training)
- Events (conference / trade shows)
- Establish and manage W-ICPA annual budget.
- Scheduling and planning of quarterly meetings.
- Schedule additional meetings to educate specifiers and promote concrete products and to stay informed of competitive products with executive directors/presidents of:
 - Professional state associations
 - ASCE
 - APWA
 - AGC
 - ACEC
 - DOT offices
 - Headquarters
 - Key region meetings (Materials, Construction, Bridge, etc.)

Responsibilities (continued)

- Work closely with W-ICPA's team on all lobbying efforts with members of the Governor's Office, and members of the General Assembly Technical marketing activities.
- Become a trusted resource to major counties and municipalities.
- Help in the coordination of consultant engineer blitzes.
- Maintain the W-ICPA website.
- Create and distribute marketing and / or educational material.
- Develop and execute an annual marketing plan with goals.
- Continuously look for ways to increase funding for W-ICPA including maintaining and increasing participation of associate member companies.
- Provide monthly summary of activities, prepare agendas for meetings, take meeting minutes and ensure meetings are conducted with ACPA / W-ICPA anti-trust guidelines.
- Create and maintain an Economic Impact Statement.

Qualifications

- Minimum of 5+ years of related experience in construction, engineering, and/or government/municipality-related activities that involved extensive interaction, presentations, and engagement with clients and legislators.
- Strong communication and coordination skills. Strong technical knowledge of the required Industry.
- Bachelor's degree

Compensation

- Competitive base salary based on experience
- Strong benefit programs, including matching 401k
- Paid annual leave and holidays

The Director will be an employee of the American Concrete Pipe Association (ACPA). The ACPA is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.