

Revised Executive Director want ad
Submitted by Harriett Harrow
July 10, 2013

Executive Director Redistricting Commission

The Independent Citizens Redistricting Commission of Austin, Texas is seeking an Executive Director. The Commission is responsible for adopting a plan to set boundaries of ten districts, each to elect one Austin City Councilor.

The Executive Director will work closely with the Commission to hire and supervise up to four staff. You must foster cooperation among those involved in the project including legal counsel, and plan, direct and coordinate the work of others. This will require superb management and technical skills. You will schedule and oversee the Commission's weekly meetings and 15 public hearings throughout Austin in the evenings, and will represent the Commission to the community.

You must also create and administer a budget, secure office space and field media inquiries. Familiarity with mapping software is a plus. You will serve at the pleasure of the Commission until a redistricting plan has been adopted and any challenges to it resolved, estimated to be six months starting August 2013. This full-time position is located in Austin with a salary depending upon expertise.

You will have at least five years managerial experience including supervision of staff, preferably related to a board or commission. Dedication to transparency, nonpartisanship and independence from City government is essential.

To apply, first make sure you meet eligibility requirements below. Then submit a cover letter, resume and three professional references to [name/ mailing address & e-address] by 5pm [date]. Please direct any questions to [name & contact info].

Eligibility Requirements: Within the five years immediately preceding the date of application, neither the applicant nor their spouse have:

- Been appointed to, elected to, or have been a candidate for state or city office;
- Served as an officer, employee, or paid consultant of a political party or of the campaign committee of a candidate for elective state, county or city office;
- Been a registered state or local lobbyist;
- Contributed or bundled \$1000 or more in aggregate to candidates for City of Austin elective office in the last city election.

A person who has been, within the three years immediately preceding the date of application: a paid employee of the City of Austin; person performing paid services under a professional or political contract to the City of Austin, to the City Council, or to any member of the City Council; any controlling person of any such consultant; or a spouse of any of the foregoing. (II.3.(I)(3))