



Executive Director Position Description

The Data Coalition is seeking an Executive Director to lead our organization into a new phase of government data policy reforms and growth for the U.S. data industry.

Our Organization: Mission and History

The Data Coalition is a leading trade association advocating on behalf of the private-sector and the public interest for the transformation of government information into standardized, machine-readable open data. Based in Washington DC and established in 2012, the Data Coalition has experienced steady growth and now represents over forty-five prominent technology and data analytics companies as well as public-sector consulting and accounting firms.

We serve two main constituencies: the U.S. government and the maturing data industry. Through advocacy, public programs, and media engagement, we pursue federal open data policy reforms through both top-down legislative mandates, administrative directives, and bottom-up culture change.

We empower our member companies to deliver the benefits of freely-flowing data--*transparency outside and efficiency inside*--to our government and private citizens. Through our work, Data Coalition member companies (1) engage with policymakers to craft innovative policy solutions, (2) develop business opportunities to help implement critical government reforms, and (3) ultimately establish shared leadership of a policy agenda rooted in meaningful government transparency and public stewardship aspirations.

Over the past six years, the Data Coalition has established a reputation as a leading nonprofit advocacy organization for government management and regulatory reform in Washington, DC. We are the main advocate for four currently-pending federal legislative reforms. Our Policy Agenda provides a roadmap for the transformation of the systems and processes of government financial management, regulatory compliance reporting, and legal mandates from document-based to data-centric.

In 2016, key members of the Coalition invested additional funds to establish the Data Foundation, an independent, non-lobbying nonprofit think tank. The Foundation's research

projects inform the Coalition's advocacy. The Coalition and the Foundation share office space and some staff.

As of mid-year 2018, the Coalition has 46 member companies, seven full-time staff, and a projected 2018 budget of approximately \$1.2 million.

Executive Director Opportunity

We are seeking an Executive Director to succeed our founder. Working together with our twelve-member Board of Directors, our staff, and our member companies, the new Executive Director will design and implement a strategy to achieve our policy objectives, grow our membership, and mature our internal processes. A successful Executive Director will maximize our organization's expertise, resources, and relationships to both transform government and empower responsible data companies.

Leading our organization offers an opportunity to change the government for the better--directly and quickly. First, by adopting standardized data for spending, as was mandated by the Digital Accountability and Transparency Act (DATA Act) of 2014 (P.L. 113-101), the U.S. federal government has created a unified data set bringing together financial, budget, and award information into one structure. For the first time, data-driven management is becoming possible. Second, by replacing document-based reports with data-centric compliance, regulatory agencies will dramatically reduce compliance costs while enabling data-driven oversight. Third, if government begins to express its laws and mandates as machine-readable data, instead of disconnected documents, policymaking will be opened up and legal work will be integrated. Furthermore, government adoption of emerging technologies, such as distributed ledgers and machine learning, requires a foundation of data standardization. These technologies will progress faster, more effectively, and with less risk as public-sector data governance practices mature.

Our Executive Director will lead a new and rapidly-growing industry. Our member companies are at the forefront in data publication, data analytics, and automated workflow solutions. More than one-third of our member companies were founded within the last decade. Five have developed industry-leading blockchain solutions to reduce the cost and complexity of information flows in government and related fields. Succinctly, as a maturing trade association, the Data Coalition will further define and help our industry thrive.

Our objective is for the Executive Director to serve as the primary liaison between the U.S. government and the growing data industry we represent, be a leading advocacy spokesperson for the necessary reforms, and be the responsible executive for all aspects of our organization's growth and operations.

Responsibilities and Qualifications

Reporting directly to our Board of Directors, our Executive Director will:

- Build an organizational culture and strategic focus to enable continued growth and mission fulfillment.
- Drive the vision for our organization's policy agenda and be a highly visible advocate for policy reforms aligned to our organizational mission.
- Ensure our financial viability through, but not limited to, the continued growth of our annual corporate membership base and ensuring cost effective public programs through event sponsorships and attendee registrations.
- Assure the effective, consistent, and efficient communication of the Data Coalition's vision and policy successes to government stakeholders, Coalition members, allied policy organizations, and key stakeholder industries such as government-procurement, financial services, banking, and academia, and where applicable the broader technology industry and American public.
- Design and oversee an integrated annual programming schedule to include large public conferences events and summits, member focused policy roundtables, and ad-hoc forums to bolster our policy advocacy, media engagement, and enable the business objectives of our association's membership.
- Design and implement processes enabling efficient internal collaboration amongst staff, outside consultants, actively engaged association members, and the Board of Directors.
- Assure the effective administration and use of the organization's information resources and contact management systems to achieve greater operational efficiency.
- Oversee the organization's budget and finances, HR and payroll, functional workflow operations, and legal compliance and required disclosures. The Executive Director will periodically report to the Board of Director's on the organization's performance and present a plan for achieving continued success.

Strong candidates will demonstrate a combination of many of the attributes listed below:

- A passion for and commitment to government reform, including policy reforms in the areas of government transparency, government effectiveness, public-private partnerships, and the opening of government data to drive innovation.
- Be an executive with at least five years of senior management experience in the government, corporate, or the nonprofit sector, including designing and implementing organizational strategies.
- Have proven fundraising abilities, preferably in a membership-based trade association, political operation, or development role.
- Be closely familiar with the U.S. data industry, including data management, data analytics, and workflow automation.
- Have demonstrated experience with legislative or executive policymaking.
- Possess excellent oral and written communications skills and the ability to speak with authority on our policy work.
- Be able to thrive in a startup environment with minimal support systems.

- Be located in, or willing to relocate to, the Washington, DC metropolitan region, and willing to periodically travel throughout the U.S. as necessary.

Next Steps

The Data Coalition is offering compensation commensurate with experience, performance-based annual bonusing, and a generous benefits package. Interested parties should send a resume and a brief message describing their interest to executivedirectorsearch@datacoalition.org.