

Announcement of opening for the position of

Executive Director

Utah Education Association

Utah Education Association Headquarters Murray, Utah

The Utah Education Association (UEA) is an organization of public education professionals. The mission of the UEA is to advance the cause of public education in partnership with others, strengthen the teaching profession, promote quality schools for all of Utah's children and advocate the well-being of its 18,000 members.

POSITION OVERVIEW:

The Executive Director is the Association's Chief of Staff and serves at the will of the UEA President and Board of Directors. The Executive Director manages a staff of approximately 30 employees and a budget that exceeds \$6 million. The Executive Director serves as ex-officio, non-voting member of the Board of Directors. After collaboration with the UEA President, the Executive Director is charged with adeptly advising the Board, managing and skillfully representing the long-term vision and strategic direction of the Association, and implementing organizational priorities, programs and activities as determined by the Board of Directors and as guided by the UEA governing documents.

The executive director provides vision, direction, and operational oversight across all areas of the association, including advocacy, member engagement, organizational development, education policy, and fiscal management. The executive director must balance innovation with sound operational management, ensuring the UEA continues to thrive as a strong advocate for education and a trusted voice for public education. The executive director fosters and maintains a constructive and collaborative labor management relationship with the staff union, ensuring that staff and evaluation processes align with the organizational goals and values.

Current Opportunities

The next executive director will join UEA at a pivotal time. UEA is experiencing a moment of renewal, opportunity, and rebranding. As UEA continues to champion public education and strengthen its collective power, the following key opportunities stand out for the next leader:

- **Rebuild and strengthen relationships** with policymakers, legislators, and education partners to expand UEA's influence in shaping statewide education policy.
- **Advance membership growth and engagement** through coordinated statewide strategies, modern systems, and data-informed best practices with a continued focus on demonstrating the value of membership.
- **Enhance organizational effectiveness** by aligning internal processes, technology, and communication structures to better serve members and advance UEA's mission.
- **Capitalize on UEA's existing staff talent** through professional development, mentorship, and empowerment – building a stronger, more collaborative culture and leadership pipeline.

- **Unify staff, board, and local leaders** around a shared vision that fosters collaboration, trust, and alignment across all levels of the association.
- **Elevate UEA's voice** as a leader in educator well-being, student success, and the defense of public education.
- **Leverage partnerships and professional learning** to strengthen leadership development, empower local associations, and expand UEA's impact statewide.
- **Champion racial and social justice** by advancing equity focused initiatives, amplifying underrepresented voices, and ensuring that diversity, inclusion and belonging remain central to UEA's mission and daily work.

Leadership Competency Profile

The ideal candidate will be a leader who embodies the following core competencies:

Strategic Planning & Execution

A leader who brings clarity and foresight to complex organizational challenges.

Brings a proven record of success in implementing strategic plans that involve significant organizational change and has utilized reliable methods to ensure accountability and timeliness in the execution of strategic goals and objectives. Models a growth mindset and communicate effectively with a broad range of internal and external partners collaboratively. Demonstrates the ability and confidence to lead courageously and possess resilience in a rapidly changing political environment.

Excels in leading organizational innovation and change; a motivational and courageous leader who has shown organizational savvy and flexibility in confronting and adapting to challenging and changing political and organizational realities. Must have a successful record of attracting, retaining, and empowering talented staff and is skilled at coaching and mentoring. Has success in building and effectively maintaining a broad coalition of partnerships.

Interpersonal Effectiveness

A leader who builds credibility and trust through authenticity, emotional intelligence, and transparency.

An effective communicator who has excelled in building successful relationships with diverse groups and individuals. A successful record of effective conflict management. Must have successfully fostered collaboration and consensus building, engaged creative problem-solving and risk taking, and is inclusive in terms of diverse individual and cultural perspectives. Must possess a spirit of openness and humility with the ability to celebrate unique talents that exist in the workplace. Someone who communicates clearly, listens with curiosity, and motivates others toward a shared purpose. Inspires collaboration across diverse perspectives and models a respectful, inclusive culture that UEA aspires to maintain.

Business Knowledge

A leader with deep organizational and financial insight who understands how to align mission with management.

Must be a leader with an understanding of how mission-driven organizations operate with complex educational and political systems. Demonstrates the ability to align financial strategy, operational excellence, and

organizational capacity with long term goals. Brings strong fiscal stewardship, policy insight, and the ability to navigate the intersection of education, labor, and advocacy. This leader uses data, judgment and experience to make decisions that strengthen both the organization's sustainability and impact.

Member Focus

A leader who values public education and focuses on member needs.

A champion of member engagement, trust, and loyalty, and who is committed to fostering strong relationships between UEA and its members. An experienced leader who has successfully demonstrated the ability to implement high quality programs and services that bring value to members. Demonstrated experience using data to identify additional ways to offer value to members' professional practice and careers. An influential leader who understands membership and can expand UEA's membership and influence, and who has effectively led innovative strategies, programs, initiatives, and policies designed to attract and increase new membership. Proven record of building collaborative relationships and partnerships with local, county and state governments, as well as community groups and organizations.

PREFERRED EXPERIENCE

- A successful record of 3-5 years of middle to senior-level leadership experience in positions of increasing responsibility.
- An experienced team manager who has successfully led, supervised, and developed a mid-sized team of employees.
- Background in public policy and/or labor advocacy and collective bargaining.
- Experience in public education advocacy.
- Experience reporting to and advising an elected board of directors.
- A record of life-long learning, including professional development work.

EDUCATION

Bachelor's Degree or higher, from an accredited four-year college or university.

COMPENSATION PACKAGE

UEA is prepared to offer a comprehensive salary and benefit package consistent with experience, skills and abilities demonstrated.

TO APPLY

To apply for this position, please provide the following:

- A current resume that reflects qualifications for this position.
- A Letter of Application which specifically addresses how accomplishments in your career have prepared you to meet the challenges and opportunities presented in this position.

All materials must be sent electronically to the following:

Unionsearch.org, Margolies Potterton & Associates, LLC
Patricia Johnson: patjohnson@unionsearch.org

For all questions regarding this search, including confidential inquiries, please contact:

Patricia Johnson
patjohnson@unionsearch.org

APPLICATION DEADLINE: November 27, 2025.