Executive Position Profile

President

National Institute of BUILDING SCIENCES

This search is being conducted by:

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I. Opportunity

Vetted Solutions is recruiting and evaluating candidates for the role of President of the National Institute of Building Sciences (NIBS), an organization located in Washington, DC. NIBS is a nonprofit, nongovernmental agency, authorized by Congress in 1974. The organization brings together representatives of government, the professions, industry, labor, and consumer interests to focus on the identification and resolution of problems and potential problems that hamper the construction of safe, affordable structures for housing, commerce, and industry throughout the United States.

The enabling legislation stipulated that the Institute would be financially self-sustaining through contracts and grants from federal, state and local governmental agencies and other entities, as well as grants and donations from private organizations, institutions, and individuals. Today, the Institute’s funding is a blend of public and private dollars. Contracts and grants with federal and state agencies are supplemented by membership dues, private-sector contributions, and the sales of Institute publications. Departments and agencies of the Federal Government with responsibility for building or construction, or for building- or construction-related programs, are authorized to fund activities and services through appropriations and grants for general support. These departments and agencies may contract with and accept contracts from the Institute for specific services where deemed appropriate.

Scope of Position

NIBS seeks an innovative, visionary, and well-connected leader, who can build on a strong base and increase the value and visibility of the Institute. This is an outstanding opportunity for a high-performing and forward-thinking executive to lead and expand this prestigious organization dedicated to supporting advances in building sciences and technology.

The new President will assume the executive leadership of a well-respected organization with an appetite for forward movement and expansion. The President is responsible for providing strategic leadership by collaborating with the Board of Directors to maintain and uphold the vision, mission, goals, and strategies of the Institute. He or she will supervise staff, oversee all headquarters operations, build and maintain relationships with key stakeholders, work directly with government agencies and related associations, and craft a detailed strategy for organizational change. The President will be responsible for the efficient management of the Institute’s assets and will serve as the Institute’s spokesperson, along with the Board Chairman. The Institute has an operating budget of $12 million and a staff of eighteen (18) full and part-time employees.
Experience and Qualifications

The next President of NIBS should have significant leadership experience, preferably in a nonprofit organization. Knowledge regarding the built environment and government contracting is desirable. Specific qualifications include the following:

- Bachelor’s degree required. MBA or advanced degree in related field highly valued
- Recognized leader with significant senior management experience and a strong business approach
- Knowledge of or experience in some aspect of the built environment and a passion for the work done by NIBS highly valued
- Exceptional verbal and written communication skills
  - Can represent the organization to various constituencies and serve as a “brand ambassador”
  - Able negotiator
  - Presence in the public realm
  - Persuasive presenter of NIBS capabilities, accomplishments, and offerings
- Experience working with government agencies highly valued
- Experience with subcontracting work through outside consultants highly valued
- Superior team builder, mentor, and manager of professional and highly-skilled staff
- Demonstrated ability to create new revenue streams and open new markets
- Track record of creating, implementing, and reaching strategic goals and re-positioning an organization to meet the challenges of the 21st century
- Experience in managing existing structures, while refining and realigning staff to support the strategic direction articulated by the leadership
- Proven ability to manage finances, measure return on investment, forecast, and provide timely and transparent financial reports to the Board of Directors
- Has built and maintained collaborative relationships with a variety of individuals in relevant agencies, associations, and other entities in the built environment
- Experience in bringing together diverse groups to develop a unified product—e.g., a standard, white paper, publication, conference, etc.
- Ability to attract outstanding volunteers, ensuring that they are well-trained in their roles and have meaningful responsibilities that contribute to the growth of the organization, resulting in an optimum experience for both them and the Institute
- Experience in staying on the cutting edge of the science, trends, and technologies affecting an industry or profession and effectively using that information to benefit members and clients
- Ability to broker business between two or more entities with a win-win approach
- Previous successful experience in advocacy or influencing policy highly valued

Key Responsibilities

The President of NIBS will be expected to act independently, competently, and with consistency in accordance with relevant policies set out by the Institute’s Board of Directors. These duties include, but are not limited to, the following:

- Emphasize smart growth through a comprehensive business development plan that results in an increase in both clients and services in both the public and private sectors
- Increase the visibility of NIBS beyond its current constituency, particularly beyond Washington, DC
Motivate and lead a high performing team, ensuring professional development and succession plans

Foster a success-oriented, accountable environment within the Institute

Build relationships with relevant leaders in NIBS’ sphere of activities

Solidify NIBS’ relationships with its members, clients, and partners and review current activities with a mind open to other advantageous ways to collaborate

Interact and work effectively with a diverse set of elected officials as a bipartisan participant

Provide high-quality service to public agencies and continue to develop the relationships required to maintain and grow the business of the Institute

Ensure that NIBS is financially stable and has the right financial structure to effectively allow for increased programs and expansion into new markets

Position NIBS as the leader in discussions around cutting-edge topics of importance to the built environment community, such as resilience, off-site construction, energy, and technology

Develop marketing collateral showcasing NIBS’ many capabilities and successes

Working with the Board of Directors, create programs to develop the workforce in the building sciences

Assemble appropriate groups to work on “hot topics”

Begin to reduce NIBS’ reliance on Federal government contracts and grants by building new lines of business

Review the effectiveness and reach of NIBS’ conferences and transform them into revenue-producing activities

Personal and Professional Competencies

The successful candidate will possess a wide range of personality traits, work habits, and social skills necessary to work in a demanding nonprofit environment. He or she will have both personal and professional integrity, strong communication skills, and a professional presence. He or she will have an independent nature, preference for a growth culture, highly-developed people skills, and a strong desire to succeed—both personally and for the organization. In addition, the successful candidate will have a combination of the following:

Leadership — The ability to build a sense of shared purpose and commitment in others; a dynamic presence that inspires commitment and trust.

Strategic Thinker and Visionary — The ability to grow an organization beyond its present capabilities while maintaining standards of quality, envisioning future possibilities and translating them into breakthrough strategies

Innovator and Forward-thinker — One who can move beyond standard methods and solutions, building new business lines (inside and outside Washington, DC) and enhancing existing ones, while keeping the organization at the cutting edge for the needs of clients and the built environment
- **Inspirational** — Inspires and encourages thought processes among both Board and staff that lead to new ways of doing business

- **Relationship builder** — Highly collaborative with a track record of building partnerships and fostering alliances within a professional community to meet shared objectives; naturally networks both inside and outside the organization to build strategic partnerships and participate in mutually beneficial activities with related groups

- **A “connector of people”** — The ability to network across business lines (government and industry) to create effective networks to support the mission and business of the Institute

- **Integrity** — Can be relied on to act ethically and safeguard confidential information

- **Entrepreneurial** — Desire and ability to create new programs, new methods, and new structures beyond the status quo, neither looking to the past nor limited by what has come before

- **Action-oriented** — Someone who embraces new opportunities and challenges with a sense of urgency, high energy, and enthusiasm and can create the new tools necessary for success

- **Drive** — A restlessness with what is and sense of urgency to create, transform, and exceed goals and expectations

- **Mentor** — Acts as a role model and intuitively guides others in performing effectively

- **Continuous learner** — Dedicated to identifying and implementing new concepts, technologies, and methods, and fostering a culture of continuous learning within his or her staff

- **Client/Customer focus** — A commitment to customer, member, or client satisfaction, including anticipating needs and providing solutions

- **Outgoing and congenial** — Able to engage stakeholders with warmth and humor, showing a genuine interest in them, their work, and their needs

- **Emotional intelligence** — Excels at reading others’ reactions, is in control of his or her own emotions, and can deflect stress through a calm, light-handed approach

- **Listening skills** — Allows others the time to fully express their thoughts and ideas; has the ability to truly hear and understand information and points of view

- **“Quick Study”** — The ability to get up to speed quickly on new issues or unfamiliar concepts

- **Financial acumen** — Understanding of key financial indicators and the ability to manage and report clearly on financial performance

- **Presentation skills** — The ability to speak clearly and effectively in public and positively engage an audience

- **Politically savvy** — Can maneuver through complex political situations effectively and quietly; is sensitive to how people and organizations function
Measures of Success

The specifics regarding measures of success and metrics will ultimately be agreed upon by the candidate and the NIBS Board, but one year after the President has begun work, the Board would expect the following:

- A smooth transition of leadership has occurred; the new President has developed an effective staff team and established trusting relationships with Board members, other volunteer leaders, staff, partners, members, and clients.
- The President has undertaken a full organizational assessment of NIBS, taking into consideration the effectiveness of programs, availability and appropriate deployment of resources, current programs and processes, current and potential markets, and the needs of the many audiences NIBS serves.
- NIBS has increased its involvement with its partners and member organizations.
- NIBS has been rebranded and has begun to be recognized beyond its current sphere.
- The President has developed a strong rapport with the NIBS Board, staff, members, clients, and other stakeholders and communicates regularly and effectively with each group.
- The organization is financially stable and following generally accepted principles of financial management.
- The President has developed a solid understanding of the built environment and its many players and facets along with the market, technological, and regulatory levers that impact the success of those working in the field.
- NIBS is being positioned as the “Go To” organization for the built environment.
- A culture change is unfolding with more emphasis on performance and a commitment to excellence.
- More non-government projects are being proposed or actively pursued with success.
- Existing plans for NIBS’ conferences have been assessed with an eye toward optimizing attendance and value and moving to a revenue-neutral model.
II. Organizational Overview

About NIBS

The National Institute of Building Sciences (NIBS) was authorized by the U.S. Congress in the Housing and Community Development Act of 1974, Public Law 93-383. In establishing the Institute, Congress recognized the need for an organization that could serve as an interface between government and the private sector. The Institute’s public interest mission is to serve the Nation by supporting advances in building science and technology to improve the built environment.

Through the Institute, Congress established a public/private partnership to enable findings on technical, building-related matters to be used effectively to improve government, commerce, and industry. The Institute is a non-profit, non-governmental organization bringing together representatives of government, the professions, industry, labor, and consumer interests to focus on the identification and resolution of problems and potential problems that hamper the construction of safe, affordable structures for housing, commerce, and industry throughout the United States. The Institute provides an authoritative source of advice for both the private and public sector of the economy with respect to the use of building science and technology.

The Institute has provided the opportunity for free and open discussion of issues and problems where there was once conflict and misunderstanding between government and the private sector construction industries. The Institute brings together representatives of regulatory agencies, legislators, and representatives of the private sector to open working sessions that seek a consensus solution to problems of mutual concern.

The Institute is headquartered in Washington, D.C. with a staff of 18 and is directed by a 21-member Board of Directors, 15 of whom are elected, and six of whom are appointed by the President of the United States subject to the approval of the U.S. Senate. The Institute operates a number of councils, which advise key aspects of many of the Institute’s technical programs. The Institute’s professional staff provides essential technical, managerial and administrative support for all of the Institute’s programs.

The Institute’s councils and standing committees—the Consultative Council, established as mandated in The Institute’s authorizing legislation; the Coordinating Council; the Building Seismic Safety Council (BSSC); the Building Enclosure Technology and Environment Council (BETEC); the buildingSMART Alliance; the Multihazard Mitigation Council (MMC); the Council on Finance, Insurance and Real Estate (CFIRE); the National Council on Building Codes and Standards (NCBCS); the National Mechanical Insulation Committee (NMIC); and the Facility Maintenance and Operations Committee (FMOC)—are integral and vital components of the Institute. They focus on broad-based and specialized building process issues. Each specialty council is governed by a voluntary board of directors composed of nationally recognized leaders in appropriate disciplines.

The Institute operates on a $12 million-dollar budget largely derived from public funding. Contracts and grants with federal and state agencies are augmented by the sales of Institute publications, private sector contributions, and membership dues. These funds have made possible numerous programs that have brought together the Nation’s finest expertise available from the public and private sectors to identify and resolve issues affecting the building process. This blend of public and private funding and the Institute’s balance and representation requirements assures that no single interest area will dominate or hold undue influence over the Institute and its work and assures the maintenance and free exchange of information and views between the private and public sectors.
Vision
An authoritative source of innovative solutions for the built environment.

Mission
Authorized by federal statute, the National Institute of Building Sciences’ mission is to serve the Nation and the public interest by supporting advances in building science and technology to improve the built environment.

Statutory Authorization
The National Institute of Building Sciences (Institute) is authorized in the Housing and Community Development Act of 1974, Public Law 93-383, as a nonprofit, nongovernmental, authoritative source on matters of building science and technology.

Four Areas of Expertise

Industry Leadership & Advocacy
As the building industry’s leader and advocate, the National Institute of Building Sciences serves its mission to improve the built environment by uniting representatives from all of the disciplines and leading the process of developing and implementing procedures and processes aimed at delivering high-performing buildings and sustainable communities. Through councils, committees, conferences, webinars, information resources and reports, the Institute works to advance building science and technology and publicize proven strategies.

Facility Performance & Sustainability
With its mission to improve the life-cycle of the nation’s buildings, the Institute works to foster high performance and sustainability through design, construction, and maintenance.

Information Resources and Technology
With an understanding that the availability of building information and access to the latest technologies is critical to the efficiency and proper development of the built environment, the Institute develops, advocates for and disseminates valuable resources and criteria throughout the industry.

Security & Disaster Preparedness
With an on-going concern for the safety and security of building occupants, the Institute works to enhance public safety by advancing methods for improving and implementing disaster resistance in design and construction of new and existing buildings.
Education

The National Institute of Building Sciences hosts a number of online education and training opportunities on its WBDG Whole Building Design Guide® website. Interested parties can select from a variety of courses, sessions, and webinars to earn continuing education units from various education providers.

Events

The National Institute of Building Sciences Building Enclosure Technology and Environment Council (BETEC) and the Building Enclosure Council (BEC) — Philadelphia presented the fifth triennial BEST Conference Building Enclosure Science & Technology™ (BEST5).

Building Innovation 2018 — The National Institute of Building Sciences Sixth Annual Conference & Expo brought together hundreds of building industry professionals to explore strategies to Sustain. Strengthen. Secure. Held January 8-11, 2018, at the Mandarin Oriental in Washington, D.C., the event included four enriching days of quality programming and activities; 55 presenters in 20 educational sessions offering 31 continuing education units; three keynote presentations; four networking events; one inspiring award ceremony; 20 exhibits; and an unveiling of the Mitigation Saves Interim Report. From the completed follow-up survey, Conference attendees gave Building Innovation 2018 an overall rating of 8.5 out of 10 points and provided positive feedback on the quality of programs and presenters.

The National Institute of Building Sciences Seventh Annual Conference and Expo to explore strategies that are Optimizing for Tomorrow. Be there where Science meets Design® for a compelling program intended to engage the entire team of building professionals in creating innovative solutions for the built environment.
Board of Directors

The National Institute of Building Sciences Board of Directors includes 21 members. The President of the United States, with the advice and consent of the Senate, appoints six members to represent the public interest. The remaining 15 members are elected from the Nation’s building community and include both public interest representatives and industry voices. The Institute’s authorizing legislation requires that a majority of Board members be in the public interest category.

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Web Presence

www.nibs.org
III. About Vetted Solutions

Vetted Solutions is a Washington DC based executive search firm specializing in association, nonprofit, and hospitality/destination marketing community recruiting and consulting. We focus on CEO and senior staff positions.

To apply, please visit the Current Searches pages on our website at: www.vettedsolutions.com.

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