



Executive Director Search

The Connecticut Bar Association (CBA) is seeking an Executive Director with a start date of January 2, 2025.

The CBA is a volunteer bar, founded in 1875. Membership represents the entire spectrum of the Connecticut legal community, including private practitioners, judges, government and legal services attorneys, and corporate counsel. Membership also includes paralegals, students and other legal professionals. Among other things, the CBA's purpose is to promote the public's interests through the advancement of justice and the protection of liberty and to aid its members in the development and maintenance of their practices. In fulfilling its mission to lead the profession and serve the public interest, the CBA maintains relationships with the courts and the legislature.

Duties

The Executive Director oversees a 17 member staff located in Meriden, Connecticut. The CBA staff supports a membership of approximately 8,000 members. The Executive Director is responsible for assisting the volunteer leadership of the CBA, which includes the President, Executive Committee, Board of Governors, and House of Delegates, in leading, managing, and executing the affairs of the organization. This includes implementing policies, strategies, programs and priorities approved by CBA leadership.

Qualifications

- Juris Doctor preferred but not required. Candidates without a Juris Doctor must have a Bachelor's or Master's degree in business administration, communications, public relations or related field or a minimum of 5 years of progressive work experience focused on organizational management, legal administration, business or membership services.
- Demonstrated leadership skills including, but not limited to, engaging in and navigating difficult conversations.
- Experience managing a membership organization or knowledge of and experience working with volunteer boards and committees.
- Excellent interpersonal skills, including the ability to maintain relationships with a vast network of volunteers.
- Experience with and understanding of the court system, the legal profession, and the legal needs of the public.
- Excellent written and verbal communication skills and demonstrated ability to communicate effectively with varied audiences.
- Excellent organizational skills and demonstrated ability to successfully manage a large volume of diverse priorities and goals.
- Experience or familiarity with the governmental and/or legislative process.
- Demonstrated experience managing diverse teams and creating inclusive work environments.
- An understanding of the changing legal market and its impact on CBA members.

Details

This is a full-time exempt position. Full compensation package includes salary (range of \$155,000-\$170,000), health and retirement benefits, vacation and sick leave. For the full job description, please contact the President of the Connecticut Bar Association, Tim Shearin, at jtshearin@pullcom.com.

To Apply

Direct letters of interest and resumes to the Search Committee via email to jtshearin@pullcom.com and cdejohn@ctbar.org by October 18, 2024.