Association for Computing Machinery

Position Profile

Chief Executive Officer

December 2017

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The Association

The Association for Computing Machinery (ACM) is the oldest and largest scientific and educational computing society in the world. Founded in 1947, just a year after the unveiling of ENIAC – the first general-purpose electronic digital computer, ACM was established to provide forums for sharing experiences, ideas, and knowledge surrounding the new technology of computing. Over the intervening 70 years, ACM has flourished along with the field itself, playing a major role in defining the scientific and engineering foundations of computing and computer science and leading a worldwide effort to advance computing as a science and profession.

ACM, the world's largest educational and scientific computing society, delivers resources that advance computing as a science and a profession. ACM provides the computing field's premier Digital Library and serves its members and the computing profession with leading-edge publications, conferences, and career resources.

With a worldwide membership of nearly 100,000 practitioners, educators, researchers, and students, and with an unprecedented number of publications, conferences, tutorials, and special interest groups, ACM is the premier society in computing and the primary forum for sharing and understanding the latest trends and developments in all aspects of the computing field.

ACM has become a leading scholarly publisher in computing, with over 90 periodicals and hundreds of conference proceedings published annually. Over the past two decades, the ACM Digital Library has set a standard for highly accessible, leading edge digital collections. Moreover, ACM is working to help define the future of professional society scholarly publishing in a rapidly changing digital world.

ACM's 37 special interest groups (SIGs) provide the means for keeping current in specific technical areas within the computing field. Each ACM SIG focuses on a different sub-discipline of computing and is responsible for building a vibrant technical community. The volunteers within ACM SIGS work with ACM staff to create and sustain programs, products, and services of value to these communities.

In addition to publications and conferences, ACM is engaged in multiple efforts to ensure computing is a well understood and healthy discipline. For decades ACM has led the effort to define the field of computing through a series of ever-evolving curriculum guidelines and accreditation standards. More recently, ACM initiated a national effort to see real computer science exist and count in high schools, and be taught by a well-trained, well-supported community of computing teachers. Throughout, ACM has worked both on its own and with other organizations to increase the diversity of both the educational pipeline and the computing workforce.

Finally, over the past several years, ACM has had a significant focus on two major initiatives: better serving practitioners in our field; and being more engaged and relevant outside the US – particularly in India, China, and Europe.

Strategic Goals

ACM's planning processes have led to the following strategic priorities to guide the organization in the near term:

- Define and shape the future of professional-society scholarly publishing;
- Grow and serve the ACM community worldwide;
- Expand ACM offerings to better serve practitioners while maintaining a strong appeal to the academic and research communities;

- Rapidly identify emerging technologies and create a home for them within ACM;
- Build alliances with industry to support ACM programs and supplement our strong involvement with academia and research;
- Increase ACM's international stature and foster international activities;
- In the public policy arena, provide information on computing science and technology policy issues and on computer science education policy issues to governments and the public.

Dimensions:

- FY 2017 Revenue $75 million
- FY 2017 Expenses $65 million
- FY 2017 Staff   75
- FY 2017 Membership   ~100,000
- Operating Reserves $115 million

Location: It is not a requirement that the CEO live in New York and work from ACM's New York headquarters. Frequent trips to ACM Headquarters, however, are required.

Read more about the organization here: http://www.acm.org

The Position

The ACM Chief Executive Officer (CEO) serves as a leading figure in the computing field representing an elite organization with the ability to speak on behalf of nearly 100,000 members on a worldwide basis and through an organization known for its integrity and quality. The CEO serves as the primary executive responsible for the formulation and implementation of ACM strategic direction, for representing ACM in the worldwide computing community, and for overall management of the affairs of the association.

The CEO reports to the ACM President and is under the direction of the ACM Executive Committee. The CEO is an ex-officio member of the ACM Executive Committee, Council, and all committees and sub organizations. The ACM Chief Operating Officer (COO) reports to the CEO and is responsible for managing the operations of ACM and its headquarters in New York and helping deliver on strategic initiatives.

Specific responsibilities include:

- Furthering the reputation of ACM and interfacing with international leaders of industry, academia, government, and other societies and organizations.
- Providing leadership and support to, and aligning and motivating the efforts of, staff and volunteers in the planning and execution of ACM's programs and in the evaluation of these programs within the framework of ACM's strategic direction and objectives.
- Providing executive management of ACM's primary business areas (publications, conferences, membership, and financial management).
- Providing executive responsibility for all contractual and legal commitments of the association and assuring all activities of the association are carried out in keeping with the policies, procedures, and fiduciary principles governing the ACM.

Qualifications

Desired Skills and Experiences:

- Recognized professional standing in the computing field
- Executive experience
- Leadership and visionary skills
- Strong organizational skills
- Skills in group dynamics – including writing, speaking, negotiating, and moderating
- International experience and perspective
- Public relations skills
- A willingness to travel substantially, both domestically and internationally

More Specific Expectations:

- Representing ACM Globally
  - o Maintain ACM's image with the highest standards of professional demeanor.
  - o Communicate ACM's vision and culture effectively, both within and outside the organization.
  - o Foster working alliances with like-minded organizations to leverage ACM's influence.
- Organizational Vision Setting
  - o Identify which current ACM activities do not fully align with and promote ACM's mission and vision.
  - o Develop strategies to overcome those weaknesses or eliminate non-aligned activities; distill the issues & solutions into a coherent and compelling message.
  - o Educate others on the needed changes and inspire them to be supporters/advocates.
- Executive Leadership of ACM
  - o Manage relationships with major units led by paid employees (e.g., CSTA, USACM) and ensure they are on a sound financial footing.
  - o Foster communication across volunteer-led units by making them aware of what other units are doing.
  - o Drive synergies across units by making them aware of how their activities might affect other units.
  - o Leading by example, seek out and encourage diverse candidates to assume staff/volunteer leadership roles.
  - o Ensure the working environment for ACM staff makes them comfortable taking risks to help ACM meet its mission.
- Maintaining ACM's Financial Health
  - o Oversee preparation of the annual budget to ensure it embodies a sustainable implementation of ACM's mission.
  - o Monitor the progress of ACM's investment strategy and ensure that it keeps up with changes in the financial environment.
  - o Develop new funding sources that clearly advance ACM's visibility and/or effectiveness.

In Summary

ACM is poised to accept a new CEO capable of creating and delivering on a vision and direction for the future. ACM has a board of directors, wide-ranging volunteer structure, and dedicated headquarters staff all with a collective desire to see ACM embrace its leadership role in computing now and into the future, and ACM has the financial resources to do so.

To Apply

Confidential review of applications will begin immediately and continue until the position is filled. Applications should include a cover letter outlining your interest in and suitability for this position, along with your CV/resume.

To apply online, click here: **Apply Now**
https://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=apply&jobOrderID=10239631&portalID=5652

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