



The Northwest Seaport Alliance CEO DRAFT Job Description

SUMMARY:

Appointed by the Managing Members, and serving at the discretion of the Managing Members, the CEO is responsible for the overall leadership, strategic direction and management of the Northwest Seaport Alliance (NWSA) to create economic growth for the region.

PRIMARY RESPONSIBILITIES:

Promotes growth of the Puget Sound Gateway's marine cargo, advancing initiatives to improve the efficiency of the marine cargo supply chain and managing customer relations with NWSA marine cargo owners and key logistics service providers.

Provides leadership and guidance in working with the homeports to coordinate movement of cargo which overlap all three entities.

In collaboration with the Managing Members, develops the vision for the NWSA and establishes short and long-range goals, strategies and measures.

Develops and implements strategic business plan to ensure financial viability of the alliance by making well-informed investment decisions

Partners with homeport leaders to leverage licensed and non-licensed properties in support of the marine cargo supply chain.

Oversees the development, negotiation and implementation of agreements or contracts into which the alliance may enter, subject to approval of the Managing Members and/or governing bodies of such agreements or contracts.

Responsible for the alliance's fiscal activities and recommendation of the alliance's annual operating and capital budget.

Provides strategic leadership in the day to day management of Port of Tacoma operations and support services that support the alliance (per Management Services Agreement).

Communicates regularly with the Executive Leader of the Port of Tacoma and Executive Director of the Port of Seattle and works in collaboration on any issues or projects that may impact both homeports and the NWSA.

Provides advice and counsel to the Managing Members on key issues in the related areas of commerce, trade maritime services and management practices. Keeps the Managing Members and other appropriate organizations informed of key issues which deserve attention and provide periodic updates on projects/issues of interest to the Managing Members.

Responsible for working with Managing Members in maintaining and updating resolutions, policies and procedures which provide delegation of authority to the CEO.

Provides guidance and facilitates development of state and national transportation and public port authority policies and practices appropriate to the alliance's mission and activities. Provides leadership and participates in industry, community and other planning processes.

Represents the Alliance to international, national, regional and local groups and organizations. Fosters productive and mutually beneficial relationships with key stakeholders, community leaders, business partners, customers, the general public, employees and labor partners as they relate to the business of the NWSA.

Responsible for fostering a culture of transparency, respect, teamwork, diversity, integrity, and accountability that encourages a safe, productive and high-performing work environment.

Exudes professionalism, integrity and high ethical standards in fulfilling all responsibilities and duties of the role of CEO.

Performs other responsibilities and duties as may be required by Managing Members.

EDUCATION and EXPERIENCE:

Bachelor's Degree is required, with emphasis in public or business administration is preferred.

Fifteen (15) years management experience in the maritime industry with at least seven (7) at the senior executive level. Must have in-depth experience in the international trade arena in a complex, fast-paced environment with a diverse workforce. Significant experience in leading a commercial enterprise with public accountabilities is required.

Demonstrated negotiation skills, political acuity, excellent client/customer relations skills and exceptional public speaking and presentation skills are required.

Demonstrated ability to work collaboratively with Board of Directors, elected or appointed officials, and leaders of regulatory agencies and citizen groups.