



Directed Energy Professional Society Executive Director

The Directed Energy Professional Society (DEPS) is seeking qualified applicants for the position of Executive Director of the Society.

The Executive Director of the Directed Energy Professional Society is chief executive officer of the Society and is responsible for overseeing the administration, programs, and strategic plans of the Society in accordance with Society bylaws, objectives and policies established by the Board of Directors. The position reports directly to the Board of Directors.

General Responsibilities

- 1) **Board Governance:** Works with the Board of Directors in order to fulfill the society's mission and vision.
 - Responsible for leading DEPS in a manner that supports and guides the society's mission as defined by the Board of Directors.
 - Responsible for communicating effectively with the Board and providing in a timely and accurate manner all information necessary for the Board to function properly and to make informed decisions.
 - Keep the Board informed
- 2) **Financial Performance and Viability:** Develop resources and plans sufficient to ensure the financial health of the Society.
 - Responsible for developing revenues to support the DEPS mission.
 - Responsible for the financial integrity of DEPS to include submitting proposed annual budgets and quarterly financial statements to the Board which accurately reflect the financial condition of the Society.
 - Responsible for fiscal management of the Society that anticipates operating within the approved budget, ensures maximum resource utilization, and maintenance of the Society in a positive financial position.
- 3) **Organization Operations:** Oversees and implements appropriate resources to ensure that the operations of the organization are appropriate.
 - Responsible for the hiring and retention of competent and qualified staff.
 - Responsible for effective administration of Society operations to include conferences, meetings, outreach, and events.
 - Responsible for signing all notes, agreements, and other instruments made and entered into and on behalf of the Society.
- 4) **Organization Mission and Strategy:** Works with the Board and staff to ensure that the mission is fulfilled through programs, strategic planning, and outreach.

- Responsible for implementation of the Society's programs that in support of the mission.
- Responsible for strategic planning to ensure that DEPS remains relevant and can successfully fulfill its Mission into the future.
- Responsible for enhancement of DEP's image by being active and visible in the Directed Energy community and by working closely with government, industry, academia, and other private organizations.

Professional Qualifications Needed:

- An advanced degree or extensive experience in directed energy.
- Have an understanding of the government budgeting, research, development and acquisition processes that support directed energy.
- Demonstrated high integrity.
- Experience and skill in working with a Board of Directors.
- High level strategic thinking and planning. The ability to envision and execute the Society's strategic future. Communicate the vision to the staff, Board, members, and external stake holders.
- Demonstrated ability to oversee and collaborate with staff.
- Previous success in establishing relationships with individuals and organizations of influence including government (Executive and Legislative branches of Federal Government), industry, academia, international partners, and other stakeholders across the directed energy community.
- Be able to educate critical stakeholder on the needs and applications of Directed Energy
- Solid organizational abilities, including planning, delegating, program development, and task facilitation.
- Strong financial management skills including budget preparation, analysis, decision making, and reporting.
- Strategic financial planning and management to maintain the financial health of the organization.
- Strong written and oral communications skills.
- Strong public speaking abilities.
- US Citizen.
- A secret or higher security clearance or the ability to obtain one quickly.

Interested applications will submit a resume, four references, and a personal statement to recruiting@deps.org no later than 15 August 2022.

The Directed Energy Professional Society is an equal opportunity employer committed to equal employment opportunities regardless of race, color, ancestry, religion, sex, age, marital status, disability, gender, or Veteran status.