

Job Title: Executive Director

Organization: Permian Road Safety Coalition (PRSC)

Location: Midland, TX

Closing Date: Open until filled

Job Description: This full-time executive director position will lead the Permian Road Safety Coalition, a collaborative effort with oil and gas producers, service and trucking companies, non-governmental and governmental organizations, to improve road safety in the Permian Basin.

To do so the executive director will lead the organization at the direction of the board of directors while focusing on following pillars:

- Share best practices and recommendations for road safety operations and procedures for oil and gas companies' staff and contractors regarding road transportation and driver behavior.
- Create and lead public education and awareness outreach, while leveraging existing groups (Industry Associations and NGOs) with active channels to various stakeholders. Launch a sustainable community road safety campaign to raise awareness of every driver's responsibility when behind the wheel.
- Lead/facilitate engagements with state and regional regulators, agencies and elected officials where appropriate and when support is needed (in coordination with PRSC members' Government Relations Teams) to raise standards and ensure adequate resourcing to support road safety improvements which are supported by industry and the community. Engage locally for improvements to road infrastructure, signage and rule changes where there are known engineering issues, a high number of serious/fatal crashes (based on data obtained from the TxDOT and in partnership with other oil and gas industry associations, NGOs and companies). Provide expert testimony to support improvements to road infrastructure and to seek additional law enforcement coverage to reduce unsafe driving behaviors.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop policy, processes, and guidelines (governance) for the strategic management of the PRSC.
- Oversee administration system to manage finances, membership and event logistics.
- Drive progress on key partnerships and engagement opportunities that require cooperation, collaboration, and coordination of multiple external stakeholders.
- Host annual strategy and planning workshop and based on outcomes develop an outreach plan for board approval.
- Develop and support a strong Board of Directors and Board Officers with a regular meeting schedule.
- Plan and execute all PRSC events and outreach efforts, adhering to budget requirements.
- Work closely with PRSC's committees and board of directors to drive mission of the PRSC.
- Integrate development and sponsorship opportunities into existing programs and events.
- Oversee the development and upkeep of the organization's ongoing marketing including website and social media.
- Maintain regular, open communication with member company representatives.
- Identify and recruit business leaders for board and committee leadership positions.

- Serve as “connector” between participants, supporting companies, program partners, and government/elected officials.
- Represent Permian Basin (TX and NM) oil/gas industry on key TxDOT and NMDOT system safety and project outreach committees.
- Conduct stakeholder engagement through strategic community outreach efforts, build successful and long-term relationships with likeminded organizations for implementing mission critical delivery activities and facilitating other road safety opportunities for the companies operating in the Permian Basin.
- Maintain accurate records and data for delivery activities.
- Liaison with Permian Strategic Partnership’s (PSP’s) Roads Committee to ensure a collaborative response to road safety in the Permian Basin.
- Spokesperson for industry road safety media inquiries regarding the Permian Basin.
- Perform other related duties and participate in special projects as directed by the PRSC board of directors.

QUALIFICATIONS/REQUIRED SKILLS:

Passion for Improving Road Safety

Experience: Minimum of ten (10) years of experience in safety, or public or government relations or related field with a proven track record of increased responsibilities to include management of staff and large budgets. Significant external relations and media relations experience is required. Emphasis on oil/gas experience is preferred. Experience working with non-profit boards of directors is considered a plus.

Education: College degree or equitable experience

Knowledge: Microsoft Office with emphasis on Excel; Outlook; database programs, and event planning

Skills: Strong organizational management and business partnering skills with the ability to manage multiple projects; effective time management, verbal and written skills, public speaking and customer service.

Travel: Ability to travel between Midland and Houston to support member companies and pitch potential sponsorship partners.

How to Apply: Send resumes to Laurie Johnson at ljohnson@nmc-pb.org