

NORTH CAROLINA
BAR ASSOCIATION
SEEKING LIBERTY & JUSTICE

EXECUTIVE DIRECTOR
NORTH CAROLINA BAR ASSOCIATION

The North Carolina Bar Association (NCBA) is soliciting applications for the position of Executive Director, to succeed Allan Head who is retiring at the end of 2016 after 43 years of exemplary service to the NCBA.

The NCBA is a voluntary membership organization of more than 19,500 lawyers, judges, paralegals and law students based in Cary, North Carolina, at the N.C. Bar Center. The Executive Director is the chief operating officer and managing executive of the NCBA and also oversees the NCBA Foundation, Inc., under the supervision of the NCBA Board of Governors, Executive Committee and President. The Executive Director has supervisory responsibility for a staff of 60 employees and oversees combined budgets of \$10.5 million. [Click here for more information about the NCBA.](#)

The Executive Director is responsible for implementing policies, strategies and programs approved by the Board and priorities set by the President, and the establishment and review of staffing and organizational structure in consultation with the President and the Board. The Executive Director oversees the finances of the NCBA, fundraising activities of the NCBA Foundation and management of the N.C. Bar Center.

Exceptional academic credentials are required and a law degree is preferred. Excellent interpersonal communication and interaction skills, including the ability to build and maintain relationships with a vast network of volunteers, are a must. It is also important to possess experience or familiarity with the legislative process.

The successful candidate should have leadership experience managing large staffs and budgets as well as extensive knowledge of information technology. [Click here for the complete job description.](#)

The Search Committee is chaired by NCBA Past-President Elizabeth L. Quick of Womble Carlyle Sandridge & Rice, LLP.

Direct indications of interest, inquiries, applications and nominations to:

Kenneth E. Young
Young Mayden, LLC
5970 Fairview Road
Suite 712
Charlotte, NC 28210
704.366.8546
kyoung@youngmayden.com

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