



Executive Director Job Posting

Job Title: Executive Director

Organization: Washington Aggregates & Concrete Association (WACA) & WA ACI Chapter

Location: A hybrid position with offices in Des Moines, Washington, that requires regular travel within the state, as well as attendance at national conventions and national industry association meetings.

Position Type: Full-Time, Permanent

Salary Range: \$160,000 - \$210,000 / year

Benefits: Bonus Eligible, Comprehensive Health, and Retirement Packages

About WACA

The Washington Aggregates & Concrete Association (WACA) is a statewide trade organization representing over 120 member companies involved in various aspects of the aggregate and concrete industry, including producers, suppliers, and professionals in the ready-mixed concrete, rock, sand, gravel, and construction materials sectors throughout Washington State. WACA also manages the operations of the Washington State Chapter of the American Concrete Institute (WA ACI Chapter), which offers technical support to concrete producers and their customers.

Position Overview

The Board of Directors is seeking an accomplished, strategically minded executive to serve as our next Executive Director and Chief Operating Officer. This leader will manage internal operations, empower volunteer committees, and drive high-stakes legislative and agency advocacy to protect and expand member business interests across the Pacific Northwest.

Core Responsibilities

- **Legislative & Regulatory Advocacy:** Act as chief lobbyist and strategist, managing contract lobbyists and direct interfaces with the Washington State Legislature, Executive Branch, and key regulatory agencies (DNR, DOE, WSDOT, L&I, MSHA, OSHA).
- **Financial Governance & Fiduciary Authority:** Maintain strict oversight of the association's fiscal health, directly managing an annual operating budget of \$1.1 million, preparing annual operating budgets, enforcing rigorous accounting controls, and serving as the Treasurer/Fiduciary for the WACA Political Action Committee (PAC).
- **Board, Committee & Staff Leadership:** Supervise association staff of two, drive cross-training, and provide strategic coordination for all standing committees, task forces, and the local WA ACI Chapter.

- **External Representation:** Serve as an active executive delegate on prominent regional and national councils (AWB, WCIC, PWAC, PNWER, NRMCA, NSSGA).
- **Member Services & Marketing:** Drive membership recruitment, disseminate technical specifications, manage digital brand presence, and champion industry sustainability initiatives like Environmental Product Declarations (EPDs) and decarbonization.

Desired Experience and Qualifications

- Bachelor's degree.
- Minimum of 5 years of proven executive-level management or trade association leadership experience.
- Knowledge of or willingness to learn about the building and construction materials industry (concrete, aggregates, cement, and building codes).
- Demonstrable experience in legislative advocacy, public policy, and public disclosure compliance.
- Exceptional public speaking, diplomacy, and situational awareness skills.
- Ability to maintain a hybrid schedule with frequent travel requirements.

How to Apply

Interested candidates who meet the qualifications are invited to review the comprehensive breakdown of the role's legal mandate and operational scope.

 ([Click Here to View the Full Job Description](#))

To apply, please submit a cover letter and resume detailing your experience with trade association leadership and legislative advocacy to info@washingtonconcrete.org. Kindly include your LinkedIn link. Applications will be reviewed on a rolling basis.