

# EXECUTIVE POSITION PROFILE

## President

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INTERNATIONAL  
ACCREDITATION  
SERVICE®

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This search is being conducted by:

# VettedSolutions

1101 14th Street, NW, Suite 910  
Washington, DC 20005  
+1.202.544.4749

 [vettedolutions.com](http://vettedolutions.com)  
 [/vetted-solutions-llc](https://www.linkedin.com/company/vetted-solutions-llc)  
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# I. Position Description

## Scope of Position

The President of the International Accreditation Service (IAS) is the executive level leader and the highest titled officer of IAS, a California non-profit organization, the sole member of which is the International Code Council.

With respect to all general administrative and corporate matters, the President reports directly to the ICC Chief Executive Officer. With respect to all accreditation activities and other services provided by IAS, the President reports directly to the IAS Board.

Working closely with IAS Senior staff, the President is responsible for providing the leadership and vision necessary to ensure that the organization achieves its mission and strategic plan. The individual guides the overall management and operation of IAS while simultaneously serving as primary IAS representative for recognized accreditation bodies, governmental entities, and targeted business sectors.

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## Key Responsibilities:

- Create long-range strategic, business, and marketing plans in collaboration with the IAS Board and lead the development, communication, and implementation of these plans in a manner consistent with ICC parameters.
- Assess the potential within new accreditation, certification and conformity assessment programs, revenue opportunities, strategies, and regulatory activity by keeping abreast of emerging issues. Evaluate the impact thereof and advise the IAS Board as appropriate.
- Partner with the Chair of the IAS Board to manage IAS Board operations.
- Serve as chief spokesperson and representative of IAS by maintaining ongoing contacts with national and international leaders in the fields of policy-making, regulation, manufacturing, design, research, and accreditation to advance the profile of IAS as a global leader in accreditation.
- Develop and maintain relationships with other accreditation organizations to advance the value of accreditation.
- Lead, direct, and operate the business, programs, and operations of IAS in compliance with ICC organizational principles and directives.
- Coordinate IAS business functions and operations with other ICC divisions and departments.
- Develop, manage, and monitor the IAS annual budget. Achieve revenue and expense goals while maximizing business growth.
- Assure the examination and implementation of IT work-flow modifications to improve end-user and customer document dissemination.
- Direct, lead, and organize a high-performing staff team, including supervisory responsibilities of hiring, training, assigning, evaluating performance, motivating, and implementing corrective actions.
- Oversee the management and operation of IAS accreditation and technical committees and councils. Review committee structure on a regular basis to maintain programmatic relevance.
- Foster and promote a success-oriented, accountable, and constructive work environment.
- Perform other tasks and duties as may be necessary to fulfill the role of IAS President.

## Experience and Qualifications:

- Bachelor's degree in a related field required; an MBA or advanced degree in related or technical field of study preferred.
- Minimum 10 years' experience in conformity assessment, industry accreditation services, or a related field.
- Minimum of 7 years' experience in an executive or senior management position, which includes demonstrated history of employee management.
- Strong leadership and executive level communication skills.
- Ability to drive conformity assessment process and customer service operations, including the ability to review and change existing processes as necessary.
- Working knowledge of IT processes as they relate to communication and document production and dissemination.
- General business background, including ability to objectively evaluate opportunities.
- Ability to implement corporate financial, human resources, legal policies and directives.
- Aptitude to lead a subsidiary operation within the framework of an international, multi-subsiary organization with multiple offices.
- Ability to lead and direct management operations using remote-based senior staff.
- Willingness and ability to travel, including extensive travel during first year of employment, which will be will approximately 50 percent of total time.

## II. Organization Overview

### About IAS

The International Accreditation Service (IAS) is a leading accreditation body in the United States serving the global community. They have a budget of approximately \$7.2 million and a staff size of 16. Since 1975, IAS has accredited numerous organizations, helping them to demonstrate compliance and competence to their customers, regulators and the public. IAS is a signatory to several international arrangements which allows our accredited customers to be readily accepted in overseas markets. IAS is a nonprofit, public-benefit corporation.

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### IAS Accreditation Benefits

#### EXPERIENCE

IAS has staff that have worked for testing, inspection, product certification and regulatory organizations and who know the importance of service and responsiveness. IAS's staff of assessors and technical experts are highly trained, pragmatic and sensitive to the demands of today's regulatory climate. Our combination of experience and reputation for prompt service and accountability will help your business succeed.

#### TRANSPARENCY AND TRUST

IAS has earned its customer's trust through a transparent accreditation process that provides for input from its stakeholders in a fair and impartial way.

#### RESPONSIVENESS

IAS is committed to meet your needs by ensuring efficient scheduling and prompt assessments from our team throughout the U.S. and around the world.

## U.S. AND INTERNATIONAL ACCEPTANCE

IAS maintains signatory status (recognition) from the four primary international organizations that form a worldwide system for evaluating and recognizing accreditation bodies.

- Asia Pacific Laboratory Accreditation Cooperation (APLAC)
- International Laboratory Accreditation Cooperation (ILAC)
- International Accreditation Forum (IAF)
- Pacific Accreditation Cooperation (PAC)

## TRAINING

IAS offers training in many conformity assessment-related areas that have proven value to those interested in achieving and maintaining

accreditation to domestic and international standards. Our training programs are custom-designed for the target audience and utilize a combination of teaching techniques.

## IAS Office Location

3060 Saturn Street, Suite 100  
Brea, California 92821-1732  
USA

## Web Presence

[www.iasonline.org](http://www.iasonline.org)

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The International Accreditation Service (IAS) is a member of the International Code Council (ICC) Family of Companies and is organized and operated as a separate legal entity with its own management and board of directors so as to safeguard the objectivity and impartiality of its accreditation activities.

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## About ICC

The International Code Council is a member-focused association. It is dedicated to developing model codes and standards used in the design, build and compliance process to construct safe, sustainable, affordable and resilient structures. Most U.S. communities and many global markets choose the International Codes.

The International Codes®, or I-Codes®, published by ICC, provide minimum safeguards for people at home, at school and in the workplace. The I-Codes are a complete set of comprehensive, coordinated building safety and fire prevention codes. Building codes benefit public safety and support the industry's need for one set of codes without regional limitations.

Fifty states and the District of Columbia have adopted the I-Codes at the state or jurisdictional level. Federal agencies including the Architect of the Capitol, General Services Administration, National

Park Service, Department of State, U.S. Forest Service and the Veterans Administration also enforce the I-Codes. The Department of Defense references the International Building Code® for constructing military facilities, including those that house U.S. troops around the world and at home. Amtrak uses the International Green Construction Code® for new and extensively renovated sites and structures. Puerto Rico and the U.S. Virgin Islands enforce one or more of the I-Codes.

## ICC Office Location

500 New Jersey Avenue, NW,  
6th Floor  
Washington, DC 20001  
USA

## Web Presence

[www.iccsafe.org](http://www.iccsafe.org)

## IAS Board of Directors

- **James G. Toscas, PE, Chair**  
President and CEO of the Portland Cement Association (PCA)
- **Rocco Davis, Vice Chair**  
Vice President and Regional Manager of the Pacific Southwest Region of the Laborers' International Union of North America (LIUNA)
- **Shahriar Amiri**  
Chief Building Official and Inspection Services Director for Arlington (Va.) County Government
- **Devang Jhaveri**  
Founder-owner of the Global Manager Group
- **Stephen Jones, MS, CBO**  
Construction Official and Deputy Emergency Manager for the Township of Millburn and the Borough of Florham Park, N.J.
- **Craig Morr**  
Quality & Compliance Director for NSF International
- **Jim Sayers**  
Commercial Plans Examiner for Clackamas County, Oregon.
- **Stuart Tom**  
Fire Marshal at the City of Glendale, Calif., and Section A Director on the International Code Council Board

## ICC CEO

**Dominic Sims, Chief Executive Officer**  
International Code Council

Dominic Sims, CBO, became the Chief Executive Officer of the International Code Council in 2012, and is responsible for the overall activities and financial performance of the association, including its three subsidiaries.

During his 15-year tenure, Sims served the Code Council as COO and Senior Vice President.

Prior to his work with the Code Council, Sims was the CEO of the Southern Building Code Congress International (SBCCI). Sims has also served on the boards of the Federal Alliance for Safe Homes. Before joining SBCCI, he was Executive Director of the Palm Beach County, Florida Planning, Zoning and Building Department.

Having worked in building safety since 1983, Sims has held elected and appointed positions, including the White House Panel on Seismic Safety, The Society for Standards Professionals (SES) Standards Committee and American National Standards Institute (ANSI) National Policy Committee.

He also served as a Councilman/Vice Mayor for the town of Jupiter, FL and Vice Chairman of the Governor's Building Code Study Commission which helped form his views on the importance of being active in public policy discussions concerning building safety.

Sims earned degrees from Palm Beach Atlantic University. He resides in Pelham, Alabama.

### III. About Vetted Solutions

**Vetted Solutions** is a Washington DC based executive search firm specializing in association, nonprofit, and hospitality/destination marketing community recruiting and consulting. We focus on senior staff and CEO positions.

To apply, please visit the Current Searches pages on our website at: [www.vettedolutions.com](http://www.vettedolutions.com).



**Jim Zaniello, *President***  
Vetted Solutions  
1101 14th Street, NW, Ste. 910  
Washington, D.C. 20005  
+1 202 813 3996  
[jim.zaniello@vettedolutions.com](mailto:jim.zaniello@vettedolutions.com)



**Michele Smith, *Executive Recruiter***  
Vetted Solutions  
1101 14th Street, NW, Ste. 910  
Washington, D.C. 20005  
+1 703 431 5500  
[michele@vettedolutions.com](mailto:michele@vettedolutions.com)

For more information about Vetted Solutions, please visit us at:

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