



Illuminating
ENGINEERING SOCIETY

POSITION PROFILE

Executive Director

The Illuminating Engineering Society

New York, NY



ABOUT THE ILLUMINATING ENGINEERING SOCIETY

Established in 1906, the Illuminating Engineering Society (“the IES” or “the Society”) is the recognized technical and educational authority on illumination. For over 100 years, its objective has been to communicate information on all aspects of good lighting practice to its members, the lighting community and consumers through a variety of programs, publications, events and services.

The strength of the IES is its diverse membership of over 8,425 engineers, architects, designers, educators, students, contractors, distributors, utility personnel, manufacturers and scientists, in over 65 countries, all contributing to the mission of the Society.

The Society is a forum for the exchange of ideas and research and a vehicle for its members’ professional development and recognition. Through its technical committees, with hundreds of qualified members from the lighting and user communities, the IES correlates research, investigations, and discussions to guide lighting experts and laypersons via research and consensus-based lighting recommendations.

The Society delivers its mission through four primary vehicles:

Standards & Research

The IES is an accredited Standards Development Organization under American National Standards Institute. The Society publishes about 100 varied publications annually, including recommended practices on a variety of applications, design guides, technical memoranda, and publications on energy management and lighting measurement. The IES also publishes the most important reference document in the lighting profession, The Lighting Handbook. It is the industry’s principal source for lighting knowledge. Additionally, the IES designed and launched [The Lighting Library®](#) in 2020, an online subscription platform that contains all the IES standards.

Periodicals & Publications

The Society publishes [Lighting Design + Application \(LD+A\)](#) and [LEUKOS](#), Journal of the Illuminating Engineering Society. LD+A is a popular, award-winning, application-oriented monthly magazine. Every issue contains special feature articles and news of practical and innovative lighting designs, systems, equipment, and economics, as well as news of the industry. LEUKOS publishes peer-reviewed articles that report research results, engineering developments, technical aspects of lighting applications, tutorials, and critical reviews.

The mission of the IES is to improve the lighted environment by bringing together those with lighting knowledge and by translating that knowledge into actions that benefit the public.

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Education

The IES's educational offerings serve both the general public as well as working professionals in the lighting field. The IES offers Continuing Education Units that are accepted by the National Council on Qualification of Lighting Professions (NCQLP) as well as other professional organizations. Also, as an accredited continuing education provider with the American Institute of Architects (AIA) and the U.S. Green Buildings Council (USGBC), the IES continually seeks to update its education programs and, where relevant, issues certificates of continuing education credits to program participants.

Events

The Society hosts local, regional, and international meetings, conferences, symposia, seminars, workshops, and lighting exhibitions to provide information on the latest developments in illumination research, design, manufacturing, and application. These events include [LightFair](#), the largest lighting trade show and conference in North America.

Currently headquartered in New York, NY, the IES has a \$7M+ budget, 28 staff, and is governed by an engaged international Board of Directors. IES also has more than [96](#) local Sections throughout the United States, Canada, and Mexico.

8,000 Members

57 Countries

96 Local Sections

247 Educational Programs

100 Standards

50 Volumes of LD+A

341 Annual Events, hosted by the IES and its Sections

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WHAT'S NEXT

In the spring of 2020, the IES Board of Directors adopted the [2020-2025 Strategic Plan, Pathways to Our Future](#). The plan outlines opportunities for the IES to affect change in the industry and the world through increased advocacy for its cause: improving life through quality of light.

Pathways to our Future not only establishes future goals and objectives for the Society, but also creates a foundation and system to cultivate the next generation of advocates. The Plan articulates how prioritizing advocacy can positively impact the IES via six primary pathways:

- **Standards Development:** Providing stability and predictability to the lighting market for the benefit of industry and the public and form consensus through knowledgeable and diverse interest groups to ensure fairness, equity, and opportunity to groups affected by lighting.
- **Advancing Research:** Seeking innovation and new developments; seeking closure to unknown or undetermined facets of lighting that affect our human condition and the environment in which we live and facilitate avenues for debate and inclusion of differing results for the purpose of advancing the art and science of illumination.
- **Education:** Disseminating knowledge gathered through research and consensus to ensure continued progression and advancement in the art and science of illumination to a broad audience and reinforcing the expertise of the Society by communicating our knowledge globally through multiple channels.
- **Strategic Partnerships:** Generating support and momentum for issues of interest to The Society and partner organizations, connecting advocates with decision-makers, and utilizing membership to achieve common advocacy goals.
- **Diverse and Global Membership:** Compelling membership offerings that attract a diverse membership and inspiring growth in the lighting industry.
- **Nurturing Leadership:** Cultivating all members to become tomorrow's leaders and decision makers for our future society and industry.

LEARN MORE:
www.ies.org

THE OPPORTUNITY

The next Executive Director will build upon a century of excellence to advance the premier lighting community dedicated to promoting the art and science of quality lighting to its members, allied professional organizations and the public. While 2020 and 2021 have been among the more challenging years in the IES's history, the organization is well-positioned for growth and impact given the creativity, resilience and dedication of Society staff, Board, membership, and partners.

Leveraging the expertise and reach of its diverse constituency, the next Executive Director ("ED") will implement the new strategic plan, direct all operations and activities, and implement policies, programs, and procedures in a manner that is fiscally responsible and consistent with the organization's values and strategic goals as it continues to grow and evolve.

The ED will be responsible for shaping the future of the IES: raising its visibility; promoting programs and initiatives; diversifying revenue streams; delivering high-caliber, unique, and engaging experiences for members; and fostering ongoing membership growth and engagement.

In partnership with the **Diversity, Equity, Inclusion, and Respect Committee**, ("DEIR"), the ED will demonstrate an unwavering commitment to diversity, equity, inclusion and respect within the IES staff, Board, membership, programming and the global lighting industry at large. The ED will work with the Committee to evaluate and establish new programs and processes that allow for a more inclusive society and role model for the design community. The DEIR Committee was explicitly designed to shape the internal and external systems, processes, and assumptions of the organization from the view of a newer, more inclusive lens.

Key metrics for success in this role include the following:

Building upon the Strategic Plan to define and articulate the IES's value proposition to its members moving forward, resulting in membership growth and diversification.

Identifying strategies to increase the IES's visibility at national and international levels with the goal of attracting and engaging leaders and organizations from peripheral industries and the next generation of lighting leadership.

Rethinking the existing the IES business model to ensure future sustainability. Identifying new avenues of financial support in furtherance of the mission.



The IES Diversity, Equity, Inclusion and Respect (DEIR) Committee was created to shape the internal and external systems, processes, and assumptions of the organization from the view of a newer, more inclusive lens.

THE OPPORTUNITY

Partnering effectively with the Board of Directors and staff to deepen engagement with existing constituents through programming, advocacy, thought leadership and networking opportunities.

Increasing visibility and recognition of the IES's preeminent position within the industry, allied organizations and the general public.

KEY RESPONSIBILITIES OF THE NEXT EXECUTIVE DIRECTOR INCLUDE THE FOLLOWING:

Ambassadorship & Public Representation

- Champion and communicate the Society's vision and mission with passion and authenticity to the IES internal and external constituents.
- Serve as the chief spokesperson for the IES, marketing the IES and its products to a diverse array of audiences, creating demand for the IES products and knowledge.
- Ensure a strong, consistent, and coherent brand clearly establishing the IES as "The Lighting Authority" to all constituents and related industries.
- Identify, establish, and maintain strategic partnerships to support the mission and organization's financial sustainability. Steward relationships with partners and peer organizations while continuing to collaborate closely with existing constituencies to expand the reach and impact of the organization.
- Build the Society's capacity around member advocacy, developing national and international relationships, providing opportunities for shared initiatives that support the IES cause and ensure that the Society's voice is heard at the highest levels.
- Leverage new technologies and social networks to enhance the IES brand and visibility.
- Proactively identify, embrace, and integrate disruptive trends that support the Society's vision and mission.
- Continually seek input from membership, staff, and allied organizations to drive strategies.

THE OPPORTUNITY

Organizational Leadership

- Work hand-in-hand with the IES Board of Directors to drive the Society's vision and build consensus around organizational priorities.
- Engage staff in entrepreneurial thinking, facilitating ownership and participation in setting and achieving the Society's goals.
- Assess the Society's current business model and provide proactive, creative, and effective leadership around its structure and the potential for the diversification of revenue streams.
- Provide clear, decisive, forward-thinking leadership around all diversity, equity, and inclusion initiatives.
- Lead a cohesive and effective leadership team and staff, promoting a supportive culture and providing opportunities for professional development.
- Exercise and implement excellence in governance and ethics in all aspects of the business.

Operational Management

- Motivate and maintain a cohesive staff, ensuring strong internal communication and collaboration. Support a team-oriented environment where both independent and innovative thinking and collaboration are encouraged.
- Foster an environment of curiosity, continuous improvement, learning, and effectiveness.
- Develop, implement, oversee, and evaluate products, programs, and services to fulfill the mission and strategy and ensure continuous program monitoring for accountability and efficiency.
- Oversee all programs, services, products, activities, and establishing metrics to ensure program objectives are met.
- Ensure a healthy and safe work environment. Develop and execute appropriate safety and security protocols for office staff considering public health regulations and conditions.
- Assess the organization's need for additional organizational capacity and recognizing that delegation and teamwork are key to the success of the organization.
- Continually challenge staff to seek stakeholder input to guide the focus of their activities and priorities.
- Assess the availability and use of office technology and process management to ensure the highest level of operational productivity.

THE OPPORTUNITY

Budget & Fund Development

- Demonstrate outstanding financial management of the organization's \$5.2M annual budget, working with the Board and staff to ensure that business practices and plans meet all financial goals and achieve optimal levels of operational and programmatic performance.
- Cultivate new sources of revenue by expanding education, networking and research programs, as well as growing the existing funding and membership base.
- Diversify revenue streams to ensure continued sustainability. [Ensure successful fundraising from individuals, membership, corporations, government and foundations.]
- Proactively and transparently provide financial reports, conduct regular audits, and engage the Board and Finance Committee in the budgeting process.

Membership

- In partnership with staff, proactively scan for industry trends, seek feedback from the IES membership, and proactively modify and refine membership offerings and the IES value proposition.
- Identify opportunities to broaden and expand representation of leaders from peripheral industries in IES membership
- Support the establishment of best practices around the systemization and measurement of membership engagement.
- Ensure membership receives superior-quality, prompt, and courteous customer service.
- In partnership with the education team, regularly review and as needed, modify programs and curriculum to ensure members are receiving high-quality and relevant offerings.

Membership Breakdown

 3390 Member	 875 Emerging Professionals
 1912 Associate	 234 Students
 414 Sustaining	 508 Emeritus
 954 Subscribing	 138 Retired

Total: 8,425

CANDIDATE PROFILE

The following professional and personal qualities, skills, and characteristics reflect the ideal candidate profile:

Strategic and Visionary Leader

The Executive Director is a strategic and visionary leader with a track record of shaping and refining an overarching vision and building effective strategies to achieve specific outcomes. They have an inherent curiosity to evaluate issues and an of the strategies needed to advance the work of a mission-driven organization, from funding to mission delivery. This executive will envision, clearly define, and then project the Society's value proposition to all constituents. The Executive Director will naturally inspire the staff, Board, and members to see where the industry could, and should, be going and push the Society forward in a collaborative manner. A transformational leader, the Executive Director will be solutions-oriented and experienced in change management to offer creative ideas to adapt and diversify the Society's offerings and programs to address the changing needs of its members and the industry overall. The Executive is a motivational leader who is experienced at articulating and implementing a plan for increased impact in an organization's next chapter. The Executive Director has the drive and passion to remain at the forefront of the industry and develop new and unique opportunities to serve the mission.

A Passionate Ambassador

The Executive Director is an inspiring leader who will serve and be recognized as the head 'ambassador' for the IES. This executive is an exceptional communicator with the interpersonal skills and ability to lead and inspire through written, verbal, and one-on-one communications to all levels of the society's membership base. The Executive Director represents the IES in international, national, and regional business, government, nonprofit, and civic arenas and effectively conveys the Society's mission and vision to a broad range of constituents.

This executive will bring a track record of successfully generating support from a wide range of constituents and funders. The ED is an innovative and entrepreneurial leader with the ability to conceptualize and execute strategies to diversify funding streams. The ED is an inspirational leader capable of identifying and engaging the next generation of the IES members and partners.

CANDIDATE PROFILE

Nonprofit Management

The ED is a technologically-savvy executive with strong operational and financial management experience. The ED has a track record of sound financial planning, oversight, and accountability, with the ability to clearly communicate financial status to the Board. The ideal candidate possesses the ability to properly balance collaboration and decisiveness, understanding where input is needed and then driving effectively and efficiently toward execution. The ED is a strong leader, communicator and collaborator skilled at listening to, and learning from, all of the organization's constituents. A supportive leader with the capacity to foster accountability across teams, this executive will have a track record of motivating and inspiring others to achieve impact through creativity, teamwork and by leveraging individual strengths to meet organizational goals. The ED will understand and implement best nonprofit management practices and planning, including compelling communication messages and effective marketing strategies, management succession, and most importantly, ensuring that overall day-to-day operations are aligned with strategic goals. The ED understands the importance of a robust partnership with the Board will also possess the knowledge and ability to ensure that the Board is achieving its primary responsibilities of excellence in governance and fundraising.



CANDIDATE PROFILE

Commitment to Diversity, Equity, and Inclusion

The ED will play a critical role in prioritizing equity as a driver for the lighting industry. This leadership spans the IES's efforts to build a diverse and inclusive membership and workforce, to strategies that create a pipeline for equitable leadership within the field, to investing in programming and strategies that promote diversity and inclusion in the industry and serve as a role model for other related industries. The ED will bring expertise, an innovative and open mindset and a commitment to inclusive practice in their approach.

Passion for the Mission

The next Executive Director brings a sincere passion for the Society's mission and genuine excitement about the future of innovative lighting design and systems. This leader shares the belief that light is vital to life, and is as important as air, food, water, and shelter. It is imperative that the ED models a leadership style that stays true to the values of the organization. Moreover, the ideal candidate is an individual of unquestioned integrity, ethics, and values; someone who can be trusted without reservation.

IES BELIEF STATEMENTS

WE BELIEVE

- Light is vital to life; it is as important as air, food, water and shelter
- Light and the absence of light affect human vision, health, and behavior
- Lighting should enhance comfort and aesthetics, important components of the built environment
- Lighting designs should respond to human needs, while minimizing negative environmental impacts
- Lighting quality should be a priority at the onset of any design and be maintained throughout the construction process
- Sustained research is necessary to quantify lighting benefits that improve the quality of life
- Lighting Standards and policies should be based on the consensus of topic experts informed by scientifically validated data
- As the lighting authority, the IES believes that collaboration with other non-lighting organizations on lighting policies and regulations is essential for the benefit of the public interest
- Global collaboration and member participation are vital to the long-term viability of the lighting community
- Education is critical to maintaining a robust, dynamic lighting community and for continued professional growth

CONTACT

Koya Partners, an executive search firm that specializes in mission-driven search, has been exclusively retained for this engagement. Anne McCarthy and Corina Benitz are leading this search. To make recommendations or to express interest in the role, please email IES@koyapartners.com.

All nominations, inquiries and discussions will be considered strictly confidential.

The Illuminating Engineering Society is an equal opportunity employer. Employment selections and related decisions are made without regard to sexual orientation, race, age, disability, religion, national origin, color, or any other characteristic protected by law.

About Koya Partners

Koya Partners, a part of the Diversified Search Group, is a leading executive search and strategic advising firm dedicated to connecting exceptionally talented people with mission-driven clients. Our founding philosophy—The Right Person in the Right Place Can Change the World—guides our work as we partner with nonprofits & NGOs, institutions of higher education, responsible businesses, and social enterprises in local communities and around the world.

Koya is an equal opportunity employer fully committed to creating an environment and team that represents a variety of backgrounds, perspectives, styles, and experiences. We encourage all to apply because we believe a diversity of voices leads to better discussions, decisions, and outcomes for everyone.

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