



Position Title: Executive Director, Illinois Telecommunications Access Corporation, a not-for-profit corporation
Job Location: Springfield, Illinois

Summary of Executive Director Position

The Executive Director provides strategic direction, planning, and oversight for all aspects of the not-for-profit Illinois Telecommunications Access Corporation (ITAC), including distribution of assistive telecommunications equipment for persons with hearing and speech disabilities; provision of telecommunications relay and captioned relay service; outreach and marketing; budgeting and financial management; negotiation and management of contracts; regulatory compliance; and relationships with the program Advisory Council, telephone companies, the Illinois Commerce Commission, contractual partners, and other stakeholder groups.

The Executive Director also determines operating objectives, policies, programming, staffing, and procedures, and manages the daily operations of ITAC and its personnel to ensure that they remain in alignment with ITAC's mission, directives of the Board of Directors, federal and state law and regulation, and Illinois Commerce Commission orders.

The Executive Director ensures good stewardship of ITAC by (a) monitoring relevant actions and initiatives of the Illinois legislature, the Federal Communications Commission, relevant industry associations, and stakeholder organizations; (b) monitoring new developments in telecommunications access technology and services, and (c) developing and leveraging productive relationships with regulatory bodies, partners, and stakeholder groups.

The Executive Director reports to ITAC's Board of Directors.

Knowledge, Skills and Abilities

- Proven history of management leadership with the ability to create a team environment to sustain employee, partner, and customer confidence.
- Strong working history with, and providing outreach to, disability communities.
- Strong and effective communication skills.
- Experience negotiating and managing contracts.
- Understanding of the regulatory environment.

- Understanding of technology, products and services for persons who are permanently deaf, hard-of-hearing, deaf-blind, and have speech disabilities.
- Understanding of financial reports and the budgeting process.
- Ability to collaborate.
- Ability to organize and prioritize multiple projects.
- Bachelor's degree or equivalent experience.

Salary and Benefits.

Salary is commensurate with experience and qualifications. A competitive benefits package is included.

Application.

Applicants should submit their resume, a cover letter summarizing their qualifications, and the names and contact information of three references to careers@itactty.org by April 30, 2021.

General Summary of the Illinois Telecommunications Access Corporation.

ITAC is a not-for-profit corporation formed in 1987 by all Illinois local exchange carriers to implement programs mandated by Section 13-703 of the Illinois Public Utilities Act. These programs include distribution of text telephones, captioned telephones, amplified telephones and other assistive telecommunications devices to persons with hearing and speech disabilities, and provision of a telecommunications relay service which provides a means for individuals using a TTY or other telecommunications device to communicate over the telecommunications network with a hearing or speaking individual. By statute, all Illinois local exchange carriers, including mutual telephone companies and landline resellers, are required to be members of ITAC.

ITAC is governed by a Board of Directors; seven Directors are employees of Illinois local exchange carriers and one Director is a representative of the deaf, hearing-disabled and speech-disabled communities. ITAC is regulated by the Illinois Commerce Commission and has an Advisory Council composed of elected representatives of the State's deaf, hard-of-hearing, and speech-disabled communities. ITAC has a staff of approximately 5, and is located in Springfield, Illinois. ITAC partners with 40 Selection Centers throughout the State of Illinois, including Centers for Independent Living and Senior Centers, to provide telecommunications equipment and training to eligible participants. It currently contracts with Sprint for provision of relay service.

There is no charge to users for the relay service, or for equipment distributed to eligible participants. The operations are funded by a telephone subscriber line

charge or assessment established annually by the Illinois Commerce Commission, based on projections submitted by ITAC.

The Illinois Telecommunications Access Corporation is an equal opportunity employer.