



## **JOB DESCRIPTION**

### **Vice President, Damage Prevention Institute**

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The Common Ground Alliance (CGA) is the premiere trade association focused on reducing damages to underground facilities in North America through the shared responsibility among all stakeholders. The CGA is a member-driven association of over 1,800 individuals and organizations across the damage prevention industry committed to saving lives and protecting underground infrastructure by promoting effective damage prevention practices. For more information, visit [www.commongroundalliance.com](http://www.commongroundalliance.com).

CGA recently announced the establishment of the Damage Prevention Institute (DPI) – which will take the industry to the next level by using data and statistics to address systemic issues in the damage prevention process. This newly established arm of CGA is a result of the consolidation of the Gold Shovel Association (GSA) and CGA's damage prevention efforts. DPI will focus on creating a robust peer review and accreditation process for damage prevention policies and practices that will be based on concrete damage prevention metrics across all key stakeholder groups.

CGA is seeking an organized, motivated leader with significant experience in consensus building, standards development and committee/board management to oversee the development of the DPI from the ground up. The Vice President of DPI will play a critical role in developing stakeholder metrics and working with industry leaders to develop a peer review and accreditation process, and working with senior staff to incorporate CGA's current data and collection process into DPI. This position will report directly to the President & CEO.

#### **Responsibilities:**

- Oversee the transition and integration of pertinent GSA data, policies, processes, and membership into the DPI.
- in conjunction with CGA leadership. This will require an understanding of company processes, policies, practices and culture as it relates to the damage prevention process.
- Oversee and facilitate engagement and input of the DPI advisory committee.
- Lead effort to create and implement the peer review process which will identify and prioritize areas for improvement and identify leading practices for safety and efficiency across stakeholder groups.
- Manage development of RFPs in consultation with CGA leadership and advisory committee input and implementation of software needed to meet goals of the DPI.
- Manage procurement process for consultants, subcontractors and/or vendors needed to support DPI's mission.
- Work strategically to identify challenges and opportunities and address potential challenges proactively.



### **Requirements/ Qualifications**

- Bachelor's degree required.
- 15 plus years of experience non-profit or damage prevention related industry.
- Experience managing the development and implementation of metrics and/or evaluation mechanisms and/or analytics.
- Excellent organizational and project management skills.
- Experience writing, getting buy-in and implementing strategic initiatives.
- Proven track record building consensus across stakeholder groups, leading and managing committees.
- Excellent interpersonal and communication skills.
- A strong understanding of regulatory processes and an appreciation of the variability among stakeholders. A general knowledge of the PHMSA/DOT's role in the damage prevention process is preferred.
- Experience overseeing the integration of new systems/processes/software.
- Ability to listen and understand underlying issues across stakeholder groups, summarize those issues succinctly, and provide creative recommendations and solutions.
- A technical and/or industry background is a plus.
- Commitment to work extended hours to ensure success of the DPI.
- This position will require travel.

Salary commensurate with experience. Compensation includes health benefits as well participation in 401(K) plan once eligibility requirements are met. Please email cover letter and resume to [jobs@commongroundalliance.com](mailto:jobs@commongroundalliance.com).