

# In Search of the Next Executive Director of the Harkin Institute

## The Harkin Institute

[The Harkin Institute for Public Policy & Citizen Engagement](#) (the Harkin Institute) informs citizens, inspires creative cooperation, and catalyzes change on the policy issues to which Senator Tom Harkin devoted his career. The Harkin Institute's mission promise is to improve the lives of all Americans by giving policymakers access to high-quality information and engaging citizens as active participants in the formation of public policy on issues of social justice, fairness, and opportunity.

The Harkin Institute was founded at [Drake University](#) in the spring of 2013 with two goals. First, the Harkin Institute facilitates collaborative, high-quality, nonpartisan public policy research and analysis. Currently, the Institute focuses on four areas: persons with disabilities, wellness and nutrition, retirement security, and labor and employment. Second, the Harkin Institute fosters active and informed citizen engagement in public decision making and public policy making through education and outreach that expands the knowledge and understanding of students, scholars, and the public.

Senator Tom Harkin represented Iowa in the United States Congress for more than four decades. He served Iowa's 5th Congressional District in the U.S. House of Representatives from 1975 to 1985 and was a U.S. Senator from 1985 to 2015. Senator Harkin's legacy policy priorities included disability rights (lead sponsor of the Americans with Disabilities Act), international human rights and child labor, childhood nutrition, federal farm policy,

healthcare access and reform, labor issues, education, and retirement security. He and Ruth Harkin remain very active in advancing the mission and global prominence of the Harkin Institute.

## The Opportunity

The Harkin Institute is in search of its next transformational leader. The Executive Director is privileged to lead a dynamic international public policy organization that engages in research and programming on issues that advance social justice, fairness, and opportunity. Acting with integrity and a deep fidelity to the Harkin Institute's mission, the Executive Director reports to Drake University President Marty Martin and works with Senator Tom Harkin and Ruth Harkin, the Harkin Institute's staff, and its National Advisory Council to further the organization's research and programming and secure its financial health. An example of the Harkin Institute's research, programming and outreach is the annual Harkin International Disability Summit. Started in 2016, the most recent Summit was held in June in Belfast, Northern Ireland.

The Executive Director must be a relationship builder, successful fundraiser, and an excellent public representative and spokesperson for the Harkin Institute. The Executive Director will bring sincere passion and visionary leadership to the Harkin Institute's commitment to serve as a trusted nonpartisan voice on public policy issues relating to persons with disabilities, wellness and nutrition, retirement security, and labor and employment.



## Essential Responsibilities

- Oversee the fiscal health of the organization
- Advance the Harkin Institute's strategic vision
- Direct, support, and inspire the work of the Harkin Institute's staff
- Support and collaborate with a highly effective National Advisory Council



## Qualifications

- *Required:* Bachelor's degree; fundraising experience; management experience
- *Preferred:* Graduate degree; experience working in public policy

## Compensation & Benefits

The Executive Director's starting salary will range from \$150,000 to commensurate with the finalist's experience and qualifications. Reimbursement of basic relocation expenses will be provided for the selected candidate.

Drake University offers a [competitive benefits package](#) including health, dental, vision, life and disability coverages, flexible spending accounts, and retirement plan options. Drake University also offers [significant higher education cost savings](#) for employees, their partners/spouses, and dependent children through its tuition waiver and tuition exchange programs.

## The Application Process

This opportunity will remain posted on Drake University's job board until filled ([access the job posting here](#)). However, for full consideration, please apply no later than **September 6**, when a review of applications will begin. The online application process will ask for a resume and thoughtful cover letter outlining how the applicant's skills and experience meet the qualifications of the position.

Only a select number of highly qualified individuals will be invited to participate in a formal interview process. This is a confidential process and will be handled accordingly throughout all phases of the recruitment and selection process.

Anyone with questions regarding the position, application process, the Harkin Institute, or Drake University, should not hesitate to contact Maureen De Armond, Drake University's Executive Director of Human Resources. Maureen can be reached via email at [maureen.dearmond@drake.edu](mailto:maureen.dearmond@drake.edu) or via phone at [515-271-3676](tel:515-271-3676). Nominations or referrals for this position are welcomed and may also be directed to Maureen.

## Our Beautiful City

The Harkin Institute is located on Drake University's lovely campus not far from downtown [Des Moines, Iowa](#). Des Moines is the capital city and is the commercial, financial, transportation, and governmental hub of Iowa. Extending over 80 square miles, Des Moines is home to more than 212,000 people and the central city of a metropolitan area of approximately 634,000.

Des Moines is a vibrant city, intersected by the Des Moines and Raccoon Rivers. Here, you can catch a Broadway show, enjoy public art, get delicious food, and so much more. The Des Moines metro offers numerous festivals and cultural celebrations; a selection of museums and theaters; parks and miles of trails; and a wide range of dining options.

**Our promise is to improve the lives of all Americans by giving policymakers access to high-quality information and engaging citizens as active participants in the formation of public policy.**