



Synchronous™

RISK MANAGEMENT

Washington

EXECUTIVE DIRECTOR

\$276,976 - \$366,993

Plus Excellent Benefits

Apply by

February 9, 2025

(First Review, Open Until Filled)

PROTHMAN



THE POSITION

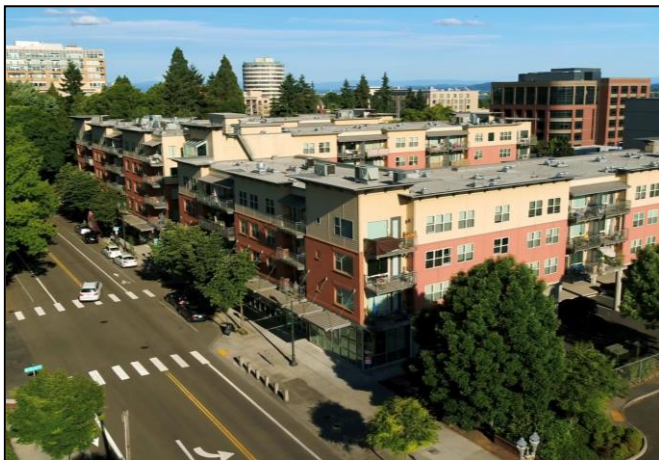
Reporting to the Synchronous Risk Management Board of Directors, the Executive Director manages the overall operation of the Housing Authorities Risk Retention Pool (HARRP), the Affordable Housing Risk Pool (AHRP) and the ORWACA Agency Insurance Services, LLC, (ORWACA) providing members and policyholders with cost effective risk management and loss prevention programs, with the goals of identifying, minimizing, and controlling their exposure to all types of losses and improving the work environment related to the health and safety of member employees and the general public. All three distinct companies operate under the shell, branded umbrella name of Synchronous Risk Management.

The incumbent frequently works in a home office environment, as administration operations are home based/virtual. The incumbent is expected to travel frequently to member locations throughout the west and attend various meetings throughout the country, including seminars and tradeshow.

To view the full responsibilities for this position, please view the job description found [here](#).

THE ORGANIZATION

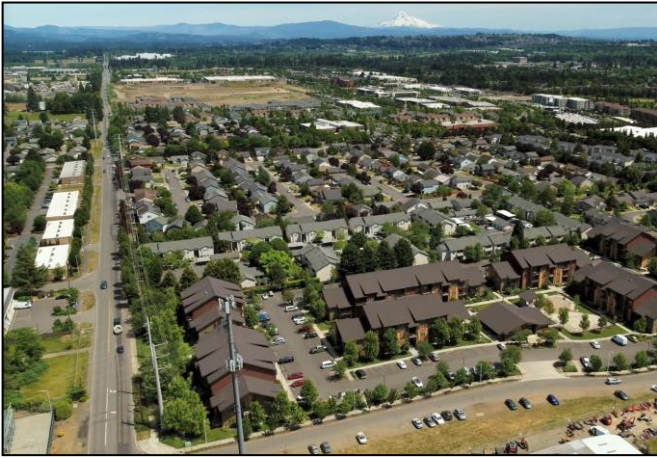
Founded as HARRP (Housing Authorities Risk Retention Pool) in 1987, Synchronous provides governmental members a cooperative program of indemnification and financial protection against risks of loss relating to the properties and operations of the members and a cooperative program of risk management. Synchronous has 82 members that pool self-insurance and reinsurance to cover their exposure.



Synchronous ensures rate stability through risk-sharing pools for public housing authorities and non-governmental owners of affordable housing properties. Member-owners in Oregon, Washington, California and Nevada have access to extensive information and resources on issues related to fair housing, employment law, the Americans with Disabilities Act, human resources, health and safety. Specialized expertise and care is provided by Synchronous' own expert service staff and supplemented by counsel services and training, including an extensive resource library and an Attorney Helpline.

For tax-credit limited partnerships and the nonprofit affordable housing community, Synchronous provides higher limits of customized insurance at rates lower than traditional commercial insurers. Housing authority members and non-profit policyholders facing extenuating circumstances in California, Oregon, Washington and Nevada may access service and coverage for property, liability and high-risk issues unique to the West Coast.

Governed by directors of affordable housing providers, Synchronous provides the real-life experiences of managing the risks and knowing what is required of a risk sharing consortium to address the unique risks. Coupled with aggressive claim settling protocol and new technologies designed to minimize the impact to the organization's clients, Synchronous provides niche products and services for a rapidly changing industry such as affordable housing.



Synchronous operates with 11 full-time employees who administer services and solutions for the public entities pool. The same staff are under contract to provide the same level of expertise and service for the affordable housing pool and the insurance agency.

This team is deeply committed to supporting the mission of the organization’s members and policy-holders. All staff members bring a high level of expertise and broad experience with the issues typically faced by housing providers, risk pools and the commercial insurance industry.

As with most small offices, the staff relies heavily on cross training to ensure smooth transitions and uninterrupted service to its members and policy-holders. Current staff members have over 140 years of combined experience and take great pride in serving all pooling participants. Synchronous operates on a 2025 budget of approximately \$46 million.

To learn more about the operations of Synchronous, please view the 2023 Annual Report found [here](#), and visit www.synchronous.com



THE COMMUNITY

As a regional hub for transportation and commerce, the City of Vancouver is just across the Columbia River from Portland, Oregon, and the Portland International Airport. Located in Washington state, Vancouver is the fourth largest city in the state and is known for its vibrant downtown and flourishing restaurant and brewery scene. The downtown area is alive with local shops, a wide range of dining options, and a thriving arts and culture scene. Visitors and residents alike can enjoy exploring the city’s diverse options, from unique shops to eclectic eateries, all while immersing themselves in the rich cultural experiences Vancouver has to offer.



Vancouver also offers a high quality of life with low property taxes, affordable housing, high-performing schools and convenient access to outstanding cultural and recreational amenities. Interstates 5 and 205 provide access to major economic centers in Washington and Oregon.

With more than 40 miles of frontage on the Columbia River, the region offers a mix of urban areas, small towns, parks, farms, forests and wildlife refuges. With a mild year-round climate, the region is the perfect place to take advantage of outdoor recreational activities, including fishing, hunting, swimming, boating, camping, hiking and skiing. The region has easy access to the Pacific Coast, only 90 miles to the west, and the Cascade Mountains, including Mount Hood and Mount St. Helens, each less than a two-hour drive away.

OPPORTUNITIES & PRIORITIES

Growing Costs: Addressing the growing cost of risk pools reinsurance is at the fore front of the new Executive Director’s agenda. While all 4 of the states Synchronus operates in have ballooning reinsurance cost and some states are rising at a higher rate than others, the impact to the viability of the hazard insurance risk pool is significant and if left unabated will jeopardize the affordability of housing owned by its member organizations. As a result, it is central to Synchronus to control and mitigate this cost. Strategies have been developed, and the work needs to continue as a priority.

Strategic Vision and Operational Innovation: The new Executive Director will work with the Board of Directors to craft the next iteration of Synchronus Risk Management. Likely using a strategic planning approach, the organization will consider software and technology enhancements to control operating costs and update accounting and other processes. The new Executive Director should have an interest in new opportunities and using analytics to pinpoint specific strategies.

Expanding Advocacy and Policy Influence: There is potential for the organization to expand its mission to include state and federal public affairs advocacy, such as lobbying in various states and participating in federal agency rulemaking. This effort could support the organization’s goals of controlling losses and reducing reinsurance costs. Once the new Executive Director has a solid understanding of the agency, the Board of Directors may assign this task as an additional responsibility.



IDEAL CANDIDATE

Education and Experience:

- A bachelor’s degree in business or public administration, economics, finance, or math to assist in analytical processes. CPCU, ARM highly desirable.
- Ten (10) years of progressive managerial experience in risk management, pool management and/or insurance management. Experience in each of these "industries" in addition to housing authority management would be helpful. Any acceptable combination of education and experience that would likely provide the required knowledge and abilities may be considered.
- A valid driver’s license and proof of insurability.



Necessary Knowledge, Skills, and Abilities:

- A deep understanding of housing authority functions, programs, and policies, along with strong analytical, planning, and budgeting skills.
- Strong emotional intelligence, and the ability to build trust, foster collaboration, and effectively engage with diverse stakeholders.
- The ability to be a creative thinker, energized by opportunities to grow and expand the agency’s impact.
- Exceptional public speaking skills and the ability to conduct in-person outreach with housing managers and agency directors.
- The ideal candidate will embrace and implement new technology solutions, demonstrating comfort with software development, purchasing, and implementation. This individual will have a forward-thinking mindset, eager to leverage technology to streamline processes and enhance organizational efficiency.
- Demonstrated successful strategic planning and goal achievement experience with a board of directors, or similar steering body, resulting in the accomplishment of milestones.

- Proven success in managing human resources and leading remote teams effectively.
- Experience in state government public affairs, including advocacy and lobbying at both state and federal levels, as well as engagement in federal agency rulemaking, is highly desired.
- Experience with lessons learned, overcoming hard challenges and strengthening organizations.
- Demonstrated skill in communication, with the ability to deliver clear, audience-appropriate messages, whether sharing positive or difficult news, and the ability to building rapport through a personable approach and use appropriate humor to foster a positive and relatable workplace environment.
- The ideal candidate will be a leader who is rooted in ethics, valuing collaboration, supporting the team with inspiration and vision, delivered in a confident, firm and kind manner.
- The ability to delegate appropriately while knowing when it is important to be hands on.
- The ideal candidate will be responsive to membership and the Board of Directors and relate to the central mission of the membership to produce and operate affordable housing options. This person will take ownership of the outcomes of Synchronus by leading with the agency's mission and vision and have a passion for public service.
- Demonstrated skill in fostering effective relationships with the Board of Directors, including providing strategic guidance, education, and development.
- The ability to contribute valuable expertise and promote diversity within the Board.

COMPENSATION & BENEFITS

- **\$276,976 - \$366,993 DOQ**
- 100% paid health insurance for the employee and 75% paid for dependents.
- Dental, vision, and life insurance.
- 12 paid Holidays.
- 457 Deferred Compensation. Employee and employer contribution. Employer contribution percentage varies year-to-year.
- Washington PERS, paid by employee and employer.
- Flexible working hours in a remote environment.
- Personal Time Off
- Employee Assistance Program.
- Costco Membership.
- Disability Benefits.

**For more information on
Synchronus Risk Management,
please visit:**

www.synchronus.com



Synchronus Risk Management is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 9, 2025** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "Open Recruitments", select "Synchronus Risk Management, WA – Executive Director" and click "Apply Online", or click [here](#).

PROTHMAN

www.prothman.com

206.368.0050