



Olympia, Washington

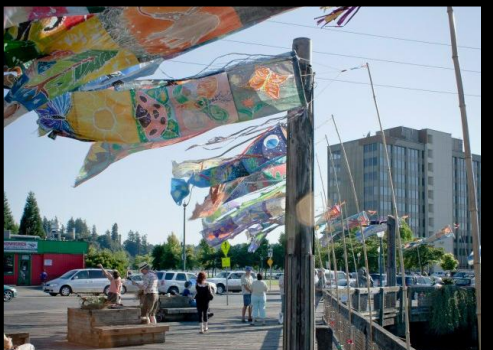
EXECUTIVE DIRECTOR

\$240,000 - \$288,000 DOQ

Plus Excellent Benefits

Apply by
July 27, 2025
(First Review, Open Until Filled)

PROTHMAN



THE REGION



Headquartered in the city of Olympia, Washington, the Washington State Transit Insurance Pool (WSTIP) is an unincorporated, not-for-profit, local government risk sharing

pool. Olympia is the capital of the state of Washington, the county seat of Thurston County and is the southern gateway to Puget Sound's metropolitan region. The region is home to a wide variety of industries, including state government, health care, retail, military, education, construction, farming, fishing, and logging, and has an active arts community. With an economic engine fueled to a great extent by state government, as well as three higher education institutions, Olympia enjoys the benefits of a stable workforce, an engaged and educated community, and a well-supported school system.

The region has a wide array of public parks and nature conservation areas. Majestic Mount Rainier and the rugged Cascade Mountains are nearby to the east, while the Pacific Coast is just an hour drive to the west. Blessed with a year-round mild climate, outdoor activities can be enjoyed almost any day, and the nearby mountains offer many opportunities for skiing, snowboarding, cross-country skiing, snowmobiling, and mountain climbing. Located on Budd Inlet, the southernmost point of Puget Sound, the area offers significant opportunities for a diversity of water enthusiasts. Historic downtown Olympia offers a variety of eclectic shopping and dining experiences, while Olympia's Westside is a regional shopping destination with numerous national brand stores and the auto mall.



THE ORGANIZATION

WSTIP was formed January 1, 1989 via Interlocal Agreement pursuant to RCW 39.34 and has the authority to self-insure pursuant to RCW 48.62. WSTIP provides its public transit agency Members with the benefits of combined resources to self-insure, to purchase excess insurance, to manage claims and litigation, and receive risk management and training. While WSTIP may look like an insurance company, WSTIP serves as a risk pool that helps its members who are motivated by a commitment to provide safe, cost-effective public transit services.

Since 1989, member transits have carefully cultivated the growth of WSTIP, building a surplus reserve, as well as adding and integrating programs that reduce exposure to risk, enhance safety practices and create the conditions necessary to negotiate favorable insurance rates on the open market. These programs and services include claims management, training, risk management, grants, pre-litigation assistance, governance education, and coverage for the unique risks associated with public transportation.

As a local government risk sharing pool, WSTIP is regulated by the Washington State Risk Manager's Office and is audited by the Washington State Auditor's Office.

WSTIP is governed by a [Board of Directors](#) consisting of one voting Member Representative from each Member agency. An Executive Committee, elected by the Board of Directors, governs delegated areas of Pool operations. The Board of Directors and the Executive Committee provide oversight of the Executive Director who is responsible for the efficient operations of the Pool and its staff.

THE POSITION

The Executive Director serves as chief executive of WSTIP and, in partnership with the Board, is responsible for the success of WSTIP. Together, the Board and Executive Director assure WSTIP's relevance to its membership, the accomplishment of WSTIP's mission and vision, and the accountability of WSTIP to its diverse stakeholders. The Board delegates responsibility for management and day-to-day operations to the Executive Director, and has the authority to carry out these responsibilities, in accordance with the direction and policies established by the Board. The Executive Director provides support and constructive comments to the Board as it carries out its governance functions. Direct reports to this position include the Deputy Director, Board Relations, Claims Manager, and Member Services Manager.

Main responsibilities of the Executive Director include ensuring WSTIP's legal compliance, representing the organization in regulatory matters, and guiding the Board in setting mission, values, and strategic direction. Financial oversight includes budgeting, audits, and aligning funding with long-term goals. The Executive Director also works directly with WSTIP's broker to purchase/renew insurance policies associated with the program.

This position also fosters strong member relations, advocates for their interests, and represents WSTIP publicly. The Executive Director will lead risk management efforts, ensuring fair claim resolution, and implement programs to reduce member risk, all while maintaining continuity and high-quality service across all functions.

For the full job description and to view all responsibilities, please view the attachment found [here](#).



OPPORTUNITIES & CHALLENGES

- Washington State's absence of tort limits can result in run-away jury awards surpassing expected amounts and exceeding contingencies. The Executive Director will be asked to develop strategies to weather this climate of uncertainty and the potential for nuclear jury awards. The Director may also be asked to educate state policy makers about the outcomes of these jury awards and the ramifications to public budgeting.
- Working with WSTIP's 25-member "full membership" Board of Directors presents a unique dynamic, likely different from what most Executive Directors have experienced. WSTIP's culture thrives on open transparent Board relationships so the incoming Executive Director will need to nurture strong individual relationships with each Board member.
- The Board has chosen to keep WSTIP membership available only for Washington State Transit agencies. Given that WSTIP has little opportunity for membership growth, other strategies will be needed for revenue growth outside of rate changes.
- The next Executive Director will likely be asked to develop strategies to mitigate the growing cost and difficulty of securing reinsurance or excess insurance coverage. This may include considering the development of a new captive. Previous experience in the analysis and development of "captives" would be welcomed along with other experiences to help address rising insurance costs.

THE IDEAL CANDIDATE

Education & Experience:

A bachelor's degree, and six (6) years or more of executive management, assistant director or department director experience, with an upward career arc is required. A master's degree in public administration or a related field is preferred. Financial acumen is required, with public sector accounting, finance preferred. Candidates must have the ability to analyze common financial reports and insurance industry financial tools needed. Previous insurance industry experience required, and insurance pool experience is strongly preferred. Previous experience in claims management, risk assessment and loss prevention is desired.



Necessary Knowledge, Skills & Abilities:

Leadership & Management: Proven experience in managing staff effectively, including remote teams, and avoiding micromanagement. The ability to lead a cohesive team, mentor staff and board members, support and empower staff, and hold team members accountable is essential. This role requires strong leadership in group settings, delivering difficult news effectively, and fostering a "One team, One fight" culture.

Communication & Relationship Building: Strong verbal and written communication skills, including the ability to communicate complex ideas in simple terms. The selected candidate must be able to build relationships with various stakeholders, including board members, actuaries, attorneys, and brokers, while also being approachable, personable, and a good listener. This person should be able to engage openly and transparently with members and keep everyone informed.



Strategic Thinking & Problem Solving: Demonstrated critical thinking, creative problem-solving, and the ability to analyze complex concepts. Candidates should possess a strategic vision, be future-focused and goal-oriented, and have the ability to make decisions effectively, anticipating challenges, and navigating change management.

Integrity & Professionalism: Uphold high ethical standards, exhibit trustworthiness, and maintain a fiduciary mindset. This includes being honest, reliable, and having the courage to push back on the Board when necessary. The ideal candidate should manage board members with a balance of art and science, prioritizing organizational success over personal achievements.

Interpersonal & Cultural Fit: Display emotional intelligence, empathy, and a demonstrated commitment to membership. The ideal candidate will be flexible, team-oriented, and enjoy their work while promoting a balanced life for their team. This person must be accessible to staff and the Board and embody a member-centric approach.

Organizational Acumen: Possess strong organizational skills and a high level of expertise in their field.



COMPENSATION & BENEFITS

- **\$240,000 - \$288,000 DOQ**
- Health and Dental Insurance.
- Long-term Disability.
- Life Insurance.
- Retirement benefits are provided by the Public Employees' Retirement System administered by the Washington State Department of Retirement Systems.
- WSTIP does not pay into social security but in lieu offers a 401A Plan.
- Optional 457 Deferred Compensation Plans.
- WSTIP utilizes a paid general leave bank (combo sick leave and vacation) with new employees earning 24 days per year.
- Eight Paid Holidays (holidays **not** included: Martin Luther King, President's Day, and Veterans Day).



**For more information on the
Washington State Transit Insurance
Pool, please visit:**

www.wstip.org

The Washington State Transit Insurance Pool is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **July 27, 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 "**Washington State Transit Insurance Pool, WA – Executive Director**" and click "**Apply Online**," or click [here](#). Resumes, cover letters, and supplemental questions can be uploaded once you have logged in.



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